

DEFENSE LOGISTICS AGENCY

AFFIRMATIVE EMPLOYMENT PROGRAM PLAN FOR MINORITIES AND WOMEN

ACCOMPLISHMENT REPORT FISCAL YEAR 2001

and

PLAN UPDATE FISCAL YEAR 2002



***8725 JOHN J. KINGMAN ROAD, SUITE 1119
FORT BELVOIR, VIRGINIA 22060-6221***

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN
MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN
ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001
PLAN UPDATE FOR FISCAL YEAR 2002

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Executive Summary	1
Agency Organizational Chart	4
Corporate Equal Employment Opportunity Office (DO) Organization Chart	5
Equal Employment Opportunity (EEO) Policy Statement	6
Prevention of Sexual Harassment Policy Statement	7
Policy Statement Prohibiting Religious and National Origin Discrimination	9
Certification of Qualifications of EEO Officials	12
Affirmative Employment Program (AEP) Accomplishment Report - Cover Sheet	13 15
Summary Analysis of Workforce	
Numerical Accomplishments by Major Occupational Series – FY 2001 (Attachment 1)	19
Workforce Analysis by PATCOB	23
Workforce Analysis by Major Occupation	24

<u>TABLE OF CONTENTS (Continued)</u>	<u>PAGE</u>
Distribution of EEO Groups and Comparison by PATCOB - FY 01 (Attachment 2)	28
Distribution of EEO Groups and Comparison by Major Occupation - FY 01 (Attachment 3)	29
Distribution of EEO Groups and Underrepresentation Indices By PATCOB and Pay Level FY 01 (Attachment 4)	33
Workforce Profile by Pay Level (Attachment 5)	35
Accomplishment Report of Objectives and Action Items	42
<u>Program Elements</u>	
I. Organization and Resources	42
II. Workforce	46
III. Discrimination Complaints	52
IV. Recruitment and Hiring	54
V. Employee Development	56
VI. Promotions	58
VII. Separations	60
VIII. Action Agenda For Civilian EEO Progress	62
Noteworthy Activities and Initiatives	66

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001

PLAN UPDATE FOR FISCAL YEAR 2002

EXECUTIVE SUMMARY

The Defense Logistics Agency (DLA) strongly supports and is committed to accomplishing the objectives of the Agency's Equal Employment Opportunity (EEO) and Affirmative Employment Programs (AEP). We will continue to capitalize on the use of the AEP Plan as the driving force behind our efforts to achieve our ultimate EEO objective of a diverse workforce, free of discriminatory acts and practices.

DLA has undertaken a major change in its operation and supporting technology. Business Systems Modernization (BSM) is DLA's corporate initiative to replace legacy operational systems with an enterprise model of integrated systems and business practices. This modernization effort will result in enhanced responsiveness and efficiency in our support to the warfighter, but it will also necessitate new skills for its workforce. Identification of these skills and training employees to meet the Agency's needs are essential management and human resources tasks that must be reinforced by a robust EEO Program.

One of the values contained within the DLA Strategic Plan (2002-2007) is "People . . . care for our people, our community, and our environment – their safety and their diversity." Another is "Trust . . . fostering relationships based on honesty, credibility, respect, and fairness." The Agency's EEO Program, in partnership with Human Resources, plays a vital role in creating a corporate culture with the values and norms, identified in our Strategic Plan, that will improve the way we work, interact with customers, learn, and adapt to a changing environment. One of DLA's goals is to ensure that our workforce is enabled and empowered to deliver and sustain logistics excellence. A strategy to be used to measure whether the Agency has succeeded in achieving this goal, is to achieve an inclusive workforce representative of all segments of society using the Parity Index. One of the first initiatives developed at the corporate level to address this goal is a recruitment program focused on the underrepresentation of Hispanics in our workforce. It is called **Recruitment, Employment, and Advancement for Latinos (REAL)**. The **REAL** program is the first of multiple initiatives intended to achieve an inclusive workforce. Other initiatives will focus on the underrepresentation of African Americans and women in our workforce.

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EXECUTIVE SUMMARY – PAGE 2

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DLA's EEO Program comprises the resources and structure to provide its workforce with analysis and goals for actions to enhance diversity and methods to improve work relationships. Each DLA Major Operating Command (MOC) has an aggressive EEO Program as required by the U.S. Equal Employment Opportunity Commission's Regulations, at Title 29 of the Code of Federal Regulations, Part 1614, and the Department of Defense (DoD) Directive 1440.1. Heads of MOCs continue to allocate the necessary resources to ensure EEO responsibilities are accomplished in an acceptable manner, to include the appointment of Special Emphasis Program Managers (SEPM) and other supporting personnel and/or groups. The importance of incorporating SEP initiatives in the total EEO Program efforts was emphasized in a policy statement from the Director, DLA on February 12, 1998.

The DLA **C**orporate **w**orkforce **M**anpower **R**eporting (CRMR) system, an online report generator which produces various workforce reports, continues to be used as a tool to assist MOCs in accurately reporting, monitoring, and evaluating local EEO Programs more efficiently and expeditiously. There are three modules to CRMR, Workforce Statistics, Position Management, and EEO Statistical Analysis Module. CRMR allows EEO personnel to easily analyze both current and historical employment data for minorities, women, and persons with disabilities. It is the primary source of data used in the development of both the Agency and local AEP Plans for Minorities and Women and People with Disabilities.

As the DLA workforce increases its diversity and our organization's technology evolves, our work environments are changing significantly. These profound changes necessitate an enhanced focus upon how we acquire and retain our employees as well as accurately analyzing the workforce composition by group. A summary of our workforce analysis follows.

At the end of fiscal year (FY) 2001, the DLA workforce stood at approximately 23,762 employees. Our statistical analysis revealed the representation of women increased from 40.8 percent in FY 00, to 42.2 percent in FY 01. Further analysis revealed the representation of minorities increased from 27.8 percent in FY 00, to 30.4 percent in FY 01. Minorities are above their Civilian Labor Force (CLF) representation of 22.1 percent, while for the eighth consecutive year, women remain below their representation in the available CLF (45.7 percent). The representation of minorities in high-grade positions (GS-13-15 and wage grade equivalents) remained the same, with a parity index (PI) of 80 for FY 01. The PI for Hispanics overall decreased with a PI of 55 for FY 01. The representation of Hispanics in high grades remained the same with a PI of 27. A decrease was also recorded in the representation of Hispanics in middle grades (GS-9-12 and wage grade equivalents), to a PI of 32.

By taking advantage of the Hispanic Association of Colleges and Universities (HACU) National Internship Program, DLA hired 20 students from this program. DLA is combating underrepresentation by our committed participation in the program.

We have seen a steady rise in the representation of women overall in middle grade positions over the past years; however, as noted above, the overall representation of women still falls short of their representation in the CLF (45.7 percent).

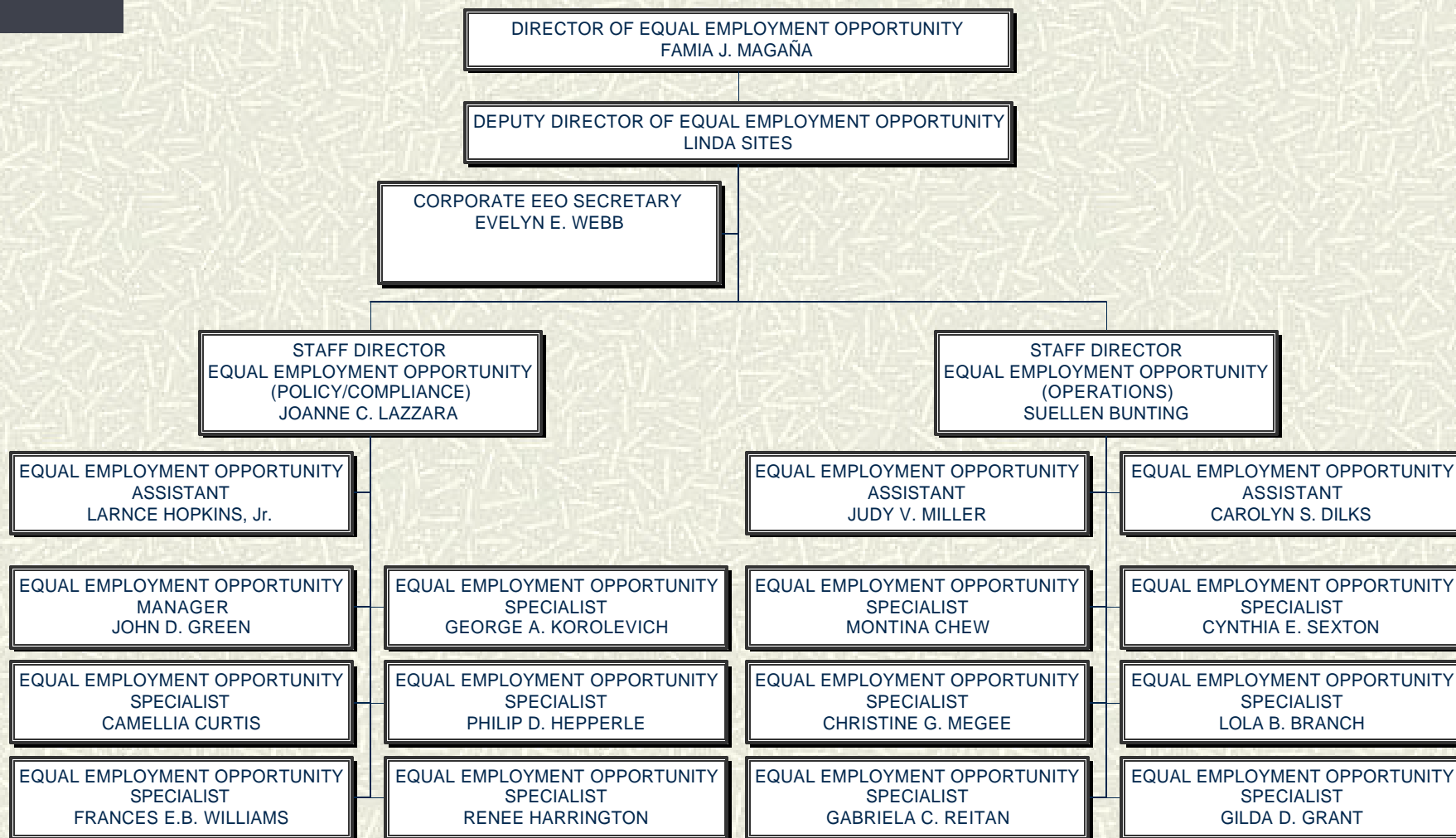
Our most populous category was the administrative category. White, Hispanic, and Asian/Pacific females and Hispanic and Asian/Pacific males are the only EEO groupings that are underrepresented.

DLA's new action items/initiatives targeted in this plan update include the following: (1) enhancing EEO efforts in the recruitment of qualified women and minority applicants (Program Element IV: Recruitment and Hiring); (2) ensuring appropriate training opportunities are available to employees at all grade levels and in all occupational areas (Program Element V: Employee Development); (3) ensuring opportunities for promotion are available to employees at all grade levels and in all occupational areas (Program Element VI: Promotions); and, (4) ensuring employee separations are conducted fairly and in a nondiscriminatory manner (Program Element VII: Separations).

Note: Change in Workforce EEO Profile by Pay Level for FY 01 (EEOC Form 506) is not included because it still contains employment statistics for the Defense Contract Management Agency (DCMA).

**DLA ORGANIZATION CHART OMITTED FROM THIS
PRINTING. (Contact DLA Corporate EEO Office (DO), at
(703) 767-1100 for copy of chart.)**

DLA Corporate Equal Employment Opportunity Office





**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221**

IN REPLY
REFER TO DO

OCT 17 2001

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement – Equal Employment Opportunity

Equal employment opportunity (EEO) is the law of our country and gives us strength as a Nation. I fully support our EEO program and expect that everyone at DLA will contribute to its success. Each of us has the responsibility to maintain a work environment that is free of discrimination and that enables us to achieve our highest potential. This will keep DLA an employer of choice and enable us to support the warfighter effectively.

As Director of DLA, I want to lead a team of committed professionals who are trained and ready for their duties. This means that all supervisors and managers must ensure that our employees get and maintain skills to accomplish our mission. We must counsel and mentor all of our employees to enable them to develop themselves fully. We should also recognize our employees' accomplishments through awards, details, and opportunities for advancement. Every personnel action should be based upon merit and without bias or prejudice.

Our recruitment and selection processes must be fair even as we strive to develop our workforce to reflect our Nation's diversity. We will encourage and support consideration for selection of those individuals with disabilities whose qualifications meet our mission needs, and we will expand our recruitment sources, as appropriate, to ensure we have the highest quality of candidates available.

My vision for DLA includes workplaces of opportunity for success in which mutual respect is basic and appreciation for our diverse backgrounds and cultures abounds. Together we can realize equality of opportunity for us all.

KEITH W. LIPPERT
Vice Admiral, SC, USN
Director





**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221**

IN REPLY
REFER TO DO

OCT 25 2001

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement – Military and Civilian Environment Free of Sexual Harassment

Sexual harassment in any form will not be tolerated within DLA. Our personnel deserve and will receive the best working environments we can provide, and this includes freedom from sexual harassment. I expect us to demonstrate respect for one another and to honor the dignity of each person with whom we come into contact throughout DLA.

Please read and understand how we define sexual harassment. Our definition is from Title 29 of the Code of Federal Regulations, Part 1604.11, and is as follows: "... Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such an individual; or (3) such conduct has the purpose or effect or ... interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment."

If you believe someone is sexually harassing you, you should report it as soon as possible to your first- or second-level supervisor, an appropriate EEO official, or your commanding officer. If you are not an employee or military member of DLA, you should contact the EEO office for appropriate referral.

All supervisors and managers should discuss this policy with their employees and military members and assure them they will not suffer acts of reprisal for reporting sexual harassment. Leaders should make sure that everyone understands what sexual harassment really is through discussion, training, and prompt posting of this memorandum. Offenders found guilty of sexual harassment should know they will receive strong disciplinary action.



We cannot effectively serve the warfighter if our organizations and people are suffering from the indignities and loss of productivity associated with sexual harassment. Such behavior is illegal and counterproductive, and I have zero tolerance for it. We will not compromise DLA's mission and the effectiveness of our team members with such conduct.

A handwritten signature in black ink, appearing to read "K. Lippert", with a stylized, cursive script.

KEITH W. LIPPERT
Vice Admiral, SC, USN
Director



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221**

OCT 3 2001

**IN REPLY DO
REFER TO**

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY EMPLOYEES

SUBJECT: Policy Statement Prohibiting Religious and National Origin Discrimination

In light of the recent tragic events, all employees should be alert to instances of harassment or intimidation against Arab-American and Muslim employees. I encourage all DLA personnel to promote tolerance and guard against unlawful workplace discrimination based on national origin and religion.

Title VII of the Civil Rights Act of 1964 prohibits discrimination in employment on the basis of race, color, religion, national origin, sex, and retaliation for filing a complaint. Title VII precludes workplace bias based on the following:

- Religion, ethnicity, birthplace, culture, or linguistic characteristics;
- Marriage or association with persons of a national origin or religious group;
- Membership or association with specific ethnic or religious groups;
- Physical, linguistic or cultural traits closely associated with a national origin group, for example, discrimination because of a person's physical features or traditional Arab style of dress; and,
- Perception or belief that a person is a member of a particular national origin group, based on the person's speech, mannerisms, or appearance.

All of us are justly outraged at the destruction and loss of life in New York, Washington, DC, and Pennsylvania. However, racial slurs and harassment against innocent people based solely on their religion or national origin only compounds hatred and must not be condoned or tolerated.

Any employee who is a victim of harassment or intimidation based on religion, national origin, or ethnicity, and any employee who witnesses such discrimination should report the incident to their manager immediately. Managers who need assistance in taking swift, appropriate action to combat discrimination can contact their Equal Employment Manager (EEM). EEMs and Equal Employment Opportunity Counselors are also available to managers and employees to provide guidance and counseling concerning this matter.

It is DLA policy to promote and maintain an environment of mutual respect and dignity for all employees. I am counting on every employee to ensure that DLA's mission is not compromised by unprofessional behavior and discrimination, especially during this time when successfully accomplishing our mission is crucial. Together we can make it happen.



KEITH W. LIPPERT
Vice Admiral, SC, USN
Director

***CERTIFICATION OF
QUALIFICATIONS OF EEO OFFICIALS***

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001

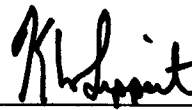
PLAN UPDATE FOR FISCAL YEAR 2002

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CERTIFICATION OF QUALIFICATIONS OF EEO OFFICIALS

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I CERTIFY THAT THE QUALIFICATIONS OF ALL STAFF OFFICIALS,
FULL-TIME OR PART-TIME, RESPONSIBLE FOR THE ADMINISTRATION OF THE
EQUAL EMPLOYMENT OPPORTUNITY PROGRAM AND AFFIRMATIVE
EMPLOYMENT PROGRAM HAVE BEEN REVIEWED BY COMPETENT AUTHORITY,
AND INCUMBENTS OF THESE POSITIONS MEET STANDARDS OUTLINED IN THE
QUALIFICATIONS STANDARDS FOR GENERAL SCHEDULE POSITIONS MANUAL.



KEITH W. LIPPERT
VICE ADMIRAL, SC, USN
DIRECTOR

APR 18 2002
(DATE)



***AFFIRMATIVE EMPLOYMENT PROGRAM
(AEP) ACCOMPLISHMENT REPORT
COVER SHEET***

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN
ANNUAL AFFIRMATIVE EMPLOYMENT PROGRAM ACCOMPLISHMENT REPORT
FOR FISCAL YEAR 2001

-
- SUMMARY ANALYSIS OF WORKFORCE
 - ACCOMPLISHMENT REPORTS ON OBJECTIVES AND ACTION ITEMS
 - NOTEWORTHY ACTIVITIES AND INITIATIVES
-

DEFENSE LOGISTICS AGENCY

NAME OF ORGANIZATION

8725 JOHN J. KINGMAN ROAD, SUITE 2533

FORT BELVOIR, VIRGINIA 22060-6221

ADDRESS OF ORGANIZATION

ORGANIZATIONAL LEVEL: AGENCY X MOC _____ REGION _____
COMMAND _____ INSTALLATION _____ HEADQUARTERS _____

NUMBER OF EMPLOYEES COVERED BY PLAN: TOTAL = 23,762

PROFESSIONAL = 811 ADMINISTRATION = 11,851 TECHNICAL = 2,360

CLERICAL = 2,090 OTHER = 344 BLUE COLLAR = 6,306

JOANNE C. LAZZARA

NAME OF CONTACT PERSON

(703) 767-1100

TELEPHONE NUMBER

FAMIA J. MAGAÑA, DIRECTOR OF
EQUAL EMPLOYMENT OPPORTUNITY

NAME AND TITLE OF PRINCIPAL EEO OFFICIAL

(703) 767-1100

TELEPHONE NUMBER



SIGNATURE OF PRINCIPAL EEO OFFICIAL

CERTIFIES THAT THIS REPORT IS IN COMPLIANCE WITH EEOC-MD-714

4-11-02

DATE

KEITH W. LIPPERT, VICE ADMIRAL, SC, USN

DIRECTOR, DEFENSE LOGISTICS AGENCY

NAME AND TITLE OF HEAD OF ORGANIZATION OR DESIGNATED OFFICIAL

(703) 767-5200

TELEPHONE NUMBER



SIGNATURE OF HEAD OF ORGANIZATION OR DESIGNATED OFFICIAL

CERTIFIES THAT THIS REPORT IS IN COMPLIANCE WITH EEOC-MD-714 EEOC

4/18/02

DATE

FORM 568 (8/87)

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001

PLAN UPDATE FOR FISCAL YEAR 2002

SUMMARY ANALYSIS OF WORKFORCE

A summary analysis of the Defense Logistics Agency workforce was conducted of the representation of Equal Employment Opportunity (EEO) groups in Professional, Administrative, Technical, Clerical, Other, and Blue Collar (PATCOB) categories, by grade groupings and major occupations, as compared to their representation in the national civilian labor force (CLF). A review was also conducted of the progress made toward the achievement of our DLA-wide Parity Index (PI) goals that are based on the same principle of CLF comparisons within Metropolitan Statistical Areas.

DLA reduced its workforce by 304 employees during FY 01. Minorities represented 126 of the reductions (41 percent), and women represented 115 (38 percent) of the total reduced workforce. However, in spite of these reductions, DLA remains committed to maintaining an equitable and diversified workforce and will continue to seek ways to maintain a well-balanced team. Statistical data for FY 01 revealed the following:

a. PATCOB (See Attachment 4)

The analysis revealed that the following categories are underrepresented in the specified groups:

Professional – White and Hispanic women

Administrative – White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men

Technical – White and Hispanic women; Hispanic and Asian/Pacific men

Clerical – White and Hispanic women; Hispanic men

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SUMMARY ANALYSIS OF WORKFORCE - PAGE 2

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Other – White women; Hispanic and Native American men

Blue Collar – White and Hispanic women; Hispanic men

Severe underrepresentation exists in the following categories and EEO groups:

Professional – Native American women

Other – Asian/Pacific and Native American women

Major Occupations

The underrepresentation of White, Hispanic, Asian/Pacific women and Native American men, Agency-wide, in major occupational PATCOB categories and occupational series has been identified as an undesirable condition. To overcome this condition Agency-wide, we rely on parity goals established by DLA Major Operating Commands (MOCs) and other non-numeric initiatives to address systemic issues.

b. Grade Groupings

	Overall PI		Middle Grade PI		High Grade PI	
	FY 00	FY 01	FY 00	FY 01	FY 00	FY 01
All Minorities	100+	100+	100+	100+	77	80
Hispanics	58	55	49	32	27	27
Women	89	92	84	100+	72	75

Parity Index (PI)

The underrepresentation of women and Hispanics overall; Hispanics in middle and high-grade positions; and women in high-grade positions has also been identified as an undesirable condition. In addition to the specific goals established by DLA MOCs to help overcome underrepresentation in these areas, progress in DLA is also tracked through monitoring DLA's nine major PI goals, which as stated above, are based on the same principle used to compute "underrepresentation indices" using applicable CLF data. The PI goal for each category is 100. The PI chart above shows the

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SUMMARY ANALYSIS OF WORKFORCE - PAGE 3

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representation of Minorities, Hispanics and Women overall, in middle and high grades at the end of FY 00 compared to the end of FY 01.

The PI for Hispanics decreased by 3 overall to 55 in FY 01. In the middle grades, a PI of 49 in FY 00 decreased in FY 01 to a PI of 32. In the high grades, the PI for Hispanics remained 27 in FY 01.

The PI for women increased by 3 overall to 92 in FY 01. In the middle grades, a PI of 84 in FY 00 increased in FY 01 to parity (100+). In the high grades, the PI for women remained at 75 in FY 01.

Overall and in the middle grades, the PI for all minorities remained at or above parity in FY 01. In the high grades, the PI for all minorities remained 80 in FY 01.

c. The following is a summary of EEO groups by grade groupings shown in percentages:

	<u>Senior Executive Service & 16-18</u>	<u>GS-13-15</u>	<u>GS-9-12</u>	<u>GS-5-8</u>	<u>GS-1-4</u>
White men	57.9	51.9	39.6	26.8	25.9
White women	31.6	27.3	34.8	37.1	36.0
Black men	0.0	5.5	7.1	7.8	11.6
Black women	10.5	6.6	13.0	18.9	18.5
Hispanic men	0.0	1.3	1.4	2.1	2.0
Hispanic women	0.0	0.5	0.9	2.7	2.9
Asian men	0.0	1.0	1.0	1.3	0.8
Asian women	0.0	0.7	1.0	2.2	0.9
American Indian men	0.0	0.7	0.5	0.3	0.8
American Indian women	0.0	0.2	0.5	0.8	0.6

Due to ongoing changes in the make up of the DLA workforce, we continue to conduct statistical analyses of major occupational series and PATCOB categories.

d. The following are the EEO groups that show underrepresentation in major occupations: (See Attachment 5)

GS – 0028 White, Black, and Hispanic women
 GS – 0083 White, Black, and Hispanic women; Hispanic men
 GS – 0201 Hispanic women; Hispanic men
 GS – 0203 White and Asian/Pacific women

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SUMMARY ANALYSIS OF WORKFORCE - PAGE 4

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GS – 0301	White and Hispanic women; Hispanic and Asian/Pacific men
GS – 0303	White and Hispanic women
GS – 0318	Hispanic women; Black men
GS – 0334	White and Hispanic women; Hispanic men
GS – 0343	Hispanic women; Hispanic men
GS – 0344	Hispanic and Asian/Pacific women; Black men
GS – 0560	Hispanic women; Hispanic men
GS – 0855	White women
GS – 0905	Black men
GS – 1101	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 1102	Hispanic and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 1104	White and Hispanic women; Asian/Pacific men
GS – 1106	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 1670	White and Black women; Black, Hispanic and Asian/Pacific men
GS – 1910	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 2001	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 2003	Hispanic and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 2005	White and Hispanic women; Black men
GS – 2010	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
GS – 2030	White, Black, and Hispanic women
GS – 2102	White women; Hispanic men
GS – 2130	Asian/Pacific women
WG – 4604	White, Black, and Hispanic women
WG – 5352	Black men
WG – 5703	White, Black, and Hispanic women; Hispanic men
WG – 5704	White women
WG – 6907	White and Hispanic women; Hispanic men
WG – 6912	Hispanic women

e. Distribution of EEO Groups and Comparison by PATCOB and Major Occupations. EEOC Forms 569 and 570, show distribution and comparisons of EEO groups by PATCOB and major occupations using national CLF data. (Attachments 4 and 5)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 01)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-0028 New Admin. Old	209 242	111 127	46 58	16 16	7 10	11 13	4 4	7 8	3 3	4 3	0 0
Change:	-33	-16	-12	0	-3	-2	0	-1	0	1	0
GS-0083 New Other. Old	162 154	112 108	5 5	33 30	2 2	5 4	1 0	3 3	0 0	1 2	0 0
Change:	+8	+4	0	+3	0	+1	+1	0	0	-1	0
GS-0201 New Admin. Old	292 309	72 83	163 163	11 9	26 26	6 7	5 5	0 2	5 8	0 2	4 4
Change:	-17	-11	0	+2	0	-1	0	-2	-3	-2	0
GS-0203 New Clerical Old	101 128	12 16	45 52	11 9	26 26	6 7	5 5	0 2	5 8	0 2	4 4
Change:	-27	-4	-7	+2	0	-1	0	-2	-3	-2	0
GS-0301 New Admin. Old	1,464 1,408	714 667	455 452	91 89	124 106	24 30	17 17	8 11	15 18	12 13	4 5
Change:	+56	+47	+3	+2	+18	-6	0	-3	-3	-1	-1
GS-0303 New Clerical Old	1,121 1,286	333 348	363 452	110 114	152 188	62 67	39 49	22 24	27 30	5 5	8 9
Change:	-165	-15	-89	-4	-36	-5	-10	-2	-3	0	-1
GS-0318 New Clerical Old	289 714	1 14	197 510	1 4	68 121	0 0	12 37	0 1	5 19	0 0	5 8
Change:	-158	-13	-313	-3	-53	0	-25	-1	-14	0	-3
GS-0334 New Admin. Old	1,287 1,708	642 881	399 499	85 106	95 117	9 21	11 16	19 36	18 18	3 7	6 7
Change:	-421	-239	-100	-21	-22	-12	-5	-17	0	-4	-1
GS-0343 New Admin. Old	815 1,345	239 508	413 579	35 61	90 118	13 30	10 13	0 6	9 15	1 5	5 10
Change:	-530	-269	-166	-26	-28	-17	-3	-6	-6	-4	-5

EEOC Form 505A (Pg. 1)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 01)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-0344 New Clerical Old	195 416	16 35	121 270	4 6	47 78	0 2	2 14	1 1	2 5	0 0	2 5
Change:	-221	-19	-149	-2	-31	-2	-12	0	-3	0	-3
GS-0501 New Admin. Old	134 112	35 31	73 61	8 7	11 7	0 0	0 0	4 4	2 2	1 0	0 0
Change:	+22	+4	+12	+1	+4	0	0	0	0	+1	0
GS-0560 New Admin. Old	113 143	19 27	70 77	1 3	18 26	1 0	1 3	0 0	2 4	0 1	1 2
Change:	-30	-8	-7	-2	-8	-1	-2	0	-2	-1	-1
GS-0855 New Admin. Old	173 462	124 344	6 18	6 16	0 1	6 12	0 1	25 59	5 10	1 1	0 0
Change:	-289	-220	-12	-10	-1	-6	-1	-34	-5	0	0
GS-0905 New Prof. Old	109 201	58 110	39 67	2 4	7 13	1 3	0 0	0 2	2 2	0 0	0 0
Change:	-92	-52	-28	-2	-6	-2	0	-2	0	0	0
GS-1101 New Admin. Old	466 1,257	198 767	158 261	32 82	55 60	9 31	6 5	2 26	2 10	3 10	1 5
Change:	-791	-569	-103	-50	-5	-22	+1	-24	-8	-7	-4
GS-1102 New Admin. Old	2,050 4,314	549 1,467	890 1,750	110 202	438 626	12 64	19 82	7 45	18 58	2 7	5 13
Change:	-2264	-918	-860	-92	-188	-52	-63	-38	-40	-5	-8
GS-1104 New Admin. Old	443 486	200 215	130 163	27 30	43 37	15 14	7 10	3 2	12 11	4 3	2 1
Change:	-43	-15	-33	-3	-6	+1	-3	+1	+1	+1	+1
GS-1106 New Clerical Old	432 1,256	34 97	193 660	33 55	160 345	1 7	2 50	1 6	3 25	1 1	4 10
Change:	-824	-63	-467	-22	-185	-6	-48	-5	-22	0	-6

EEOC Form 505A (Pg. 2)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 01)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-1670 New Admin. Old	372 407	282 303	39 46	40 41	5 10	2 3	0 0	1 1	0 0	3 3	0 0
Change:	-35	-21	-7	-1	-5	-1	0	0	-1	0	0
GS-1910 New Admin. Old	534 3,791	338 2,619	67 378	61 318	47 133	8 182	1 38	5 73	1 14	6 31	0 5
Change:	-3,257	-2,281	-311	-257	-86	-174	-37	-68	-13	-25	-5
GS-2001 New Admin. Old	737 689	310 281	281 257	42 43	73 81	7 7	6 4	5 4	2 1	4 4	7 7
Change:	+48	+29	+24	-1	-8	0	+2	+1	+1	0	0
GS-2003 New Admin. Old	873 851	358 358	342 327	49 47	82 71	12 17	8 9	4 4	6 5	6 7	6 6
Change:	+22	0	+15	+2	+11	-5	-1	0	+1	-1	0
GS-2005 New Clerical Old	1,009 1,092	274 251	337 405	91 94	209 238	15 15	21 25	20 23	29 28	2 3	11 10
Change:	-83	+23	-68	-3	-29	0	-4	-3	-1	-1	+1
GS-2010 New Admin. Old	840 791	216 189	288 279	88 83	212 210	8 7	10 10	6 2	5 5	1 1	6 5
Change:	+49	+27	+9	+5	+2	+1	0	+4	0	0	+1
GS-2030 New Admin. Old	240 255	141 144	45 49	24 24	9 13	9 10	3 1	6 7	0 3	3 4	0 0
Change:	-15	-3	-4	0	-4	-1	+2	-1	-3	-1	0
GS-2102 New Admin. Old	328 370	77 83	109 132	23 27	70 76	2 2	23 25	2 2	18 19	2 2	2 2
Change:	-42	-6	-23	-4	-6	0	-2	0	-1	0	0

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 1)
Change in Work Force EEO Profile by Major Occupations
Defense Logistics Agency (FY 01)

Job Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-2130 New Admin. Old	124 214	40 72	51 93	4 8	21 27	0 1	3 7	2 3	1 1	0 0	2 2
Change:	-90	-32	-42	-4	-6	-1	-4	-1	0	0	0
GS-2030 New Admin. Old	247 309	143 176	45 59	23 29	11 18	10 12	1 2	7 7	3 1	4 5	0 0
Change:	-62	-33	-14	-6	-7	-2	-1	0	+2	-1	0
WG-4604 New Blue Collar Old	206 236	116 141	14 16	33 34	4 4	18 19	1 1	15 16	0 0	4 4	1 1
Change:	-30	-25	-2	-1	0	-1	0	-1	0	0	0
WG-5352 New Blue Collar Old	113 130	90 102	0 0	8 11	0 0	10 10	0 0	3 4	1 1	1 2	0 0
Change:	-17	-12	0	-3	0	0	0	-1	0	-1	0
WG-5703 New Blue Collar Old	280 296	170 179	9 9	17 75	2 2	17 21	1 2	4 3	0 0	6 4	0 1
Change:	-16	-9	0	-4	0	-4	-1	+1	0	+2	-1
WG-5704 New Blue Collar Old	112 134	41 39	5 7	23 29	3 3	28 31	3 5	5 14	1 3	3 3	0 0
Change:	-22	-2	-2	-6	0	-3	-2	-9	-2	0	0
WG-6907 New Blue Collar Old	2,328 2,455	1,147 1,223	168 186	520 545	168 185	155 156	13 12	120 112	12 12	19 21	6 3
Change:	-68	-76	-18	-25	-17	-1	+1	+8	0	+1	+3
WG-6912 New Blue Collar Old	1,124 1,259	547 610	140 154	172 191	78 86	97 108	10 15	56 66	10 9	11 16	3 4
Change:	-135	-63	-14	-19	-8	-11	-5	-10	+1	-5	-4
WG-7002 New Blue Collar Old	945 961	405 410	111 112	172 173	83 89	82 85	29 28	30 32	12 11	13 14	8 7
Change:	-16	-5	-1	-1	-6	-3	+1	-2	+1	-1	+1

SUMMARY ANALYSIS OF THE WORKFORCE

WORKFORCE ANALYSIS BY PATCOB

<u>PATCOB Category</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
Professional	Women Overall	White, Hispanic, Asian/Pacific, and Native American women; Hispanic men
Administrative		White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
Technical		White and Hispanic women; Hispanic and Asian/Pacific men
Clerical	Women Overall	White and Hispanic women; Hispanic men
Other	Women overall	White, Asian/Pacific, and Native American women; Hispanic and Native American men
Blue Collar	Women overall	White and Hispanic women; Hispanic men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION

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Underrepresentation was found in the following Major Occupational series. This information is taken from Attachment 3.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
0028 (A)	Women overall	White, Black, Hispanic, and Native American women
0083 (O)	Women overall	White, Black, Hispanic, Asian/Pacific, and Native American women; Hispanic and Native American men
0201 (A)		Hispanic women; Hispanic, Asian/Pacific, and Native American men
0203 (C)		White, Hispanic, and Asian/Pacific women; Hispanic, Asian/Pacific, and Native American men
0301 (A)	Minorities and Women overall	White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
0303 (C)	Women overall	White and Hispanic women
0318 (C)		Hispanic and Asian/Pacific women; Black, Hispanic, Asian/Pacific, and Native American men
0334 (A)	Women Overall	White and Hispanic women; Hispanic and Native American men
0343 (A)		Hispanic and Asian/Pacific women; Hispanic, Asian/Pacific, and Native American men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION - PAGE 2

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Underrepresentation was found in the following Major Occupational series. This information is taken from Attachment 3.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
0344 (C)		White, Hispanic, and Asian/Pacific women; Black, Hispanic, Asian/Pacific, and Native American men
0501 (A)		Hispanic and Native American women; Hispanic men
0560 (A)		Hispanic women; Hispanic, Asian/Pacific, and Native American men
0855 (P)	Women overall	White, Black, Hispanic, and Native American women
0905 (P)	Minorities overall	Hispanic and Native American women; Black, Asian/Pacific, and Native American men
1101 (A)		White, Hispanic, Asian/Pacific, and Native American women; Hispanic and Asian/Pacific men
1102 (A)		Hispanic, Asian/Pacific, and Native American women; Hispanic, Asian/Pacific, and Native American men
1104 (A)	Women overall	White and Hispanic women; Asian/Pacific men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION - PAGE 3

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Underrepresentation was found in the following Major Occupational series. This information is taken from Attachment 3.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
1106 (C)		White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
1670 (A)	Minorities and Women overall	Women in all groups; Black, Hispanic, and Asian/Pacific men
1910 (A)	Women overall	White, Hispanic, Asian/Pacific, and Native American women; Hispanic and Asian/Pacific men
2001 (A)		White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
2003 (A)		White, Hispanic, and Asian/Pacific women; Hispanic and Asian/Pacific men
2005 (C)		White and Hispanic women; Black and Hispanic men
2010 (A)		White, Hispanic, and Asian/Pacific women; Hispanic, Asian/Pacific, and Native American men
2030 (A)	Women overall	Women in all groups; Black men

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WORKFORCE ANALYSIS BY MAJOR OCCUPATION - PAGE 4

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Underrepresentation was found in the following Major Occupational series. This information is taken from Attachment 3.

<u>Series #</u>	<u>Underrepresentation of Women and Minorities Overall</u>	<u>Underrepresentation of EEO Groups</u>
2102 (C)		White women; Hispanic and Asian/Pacific men
2130 (A)		Hispanic and Asian/Pacific women; Black, Hispanic, and Native American men
4604 (B)	Women overall	White, Black, Hispanic, and Asian/Pacific women
5352 (B)	Minorities and Women overall	White, Black, Hispanic and Native American women; Black men
5703 (B)	Women overall	Women in all groups; Hispanic, and Asian/Pacific men
5704 (B)	Women overall	White and Native American women; Hispanic men
6907 (B)	Women overall	White and Hispanic women; Hispanic men
6912 (B)	Women overall	Hispanic women; Hispanic men
7002 (B)	Women overall	No underrepresentation of EEO Group indicated

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 2)
Distribution of EEO Groups and Comparison by PATCOB
Defense Logistics Agency (FY 01)

Occupational Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native	American
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Professional	811	498	140	36	42	16	1	60	15	3	0
Agency %	100%		17.3	4.4	5.2	2.0	0.1	7.4	1.8	0.4	0
CLF	100%		30.3	2.4	3.2	2.1	1.4	3.5	1.9	0.2	0.2
Administrative	11,851	4805	4210	792	1453	163	124	86	109	57	52
Agency %	100%		35.6	6.7	12.3	1.4	1.0	0.7	0.9	0.5	0.4
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
Technical	2,360	675	828	185	433	68	60	31	53	10	17
Agency %	100%		35.1	7.8	18.3	2.9	2.5	1.3	2.2	0.4	0.7
CLF	100%		42.9	3.6	6.6	3.2	3.4	1.9	1.6	0.4	0.4
Clerical	2,090	400	900	166	431	25	64	23	52	8	21
Agency %	100%		43.1	7.9	20.6	1.2	3.1	1.1	2.5	0.4	1.0
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
Others	344	224	32	49	12	12	5	9	0	1	0
Agency %	100%		9.3	14.2	3.5	3.5	1.5	2.6	0	0.3	0
CLF	100%		11.2	9.7	3.2	4.8	1.0	1.2	0.3	0.9	0.2
Blue Collar	6,306	3342	491	1175	369	457	61	269	46	77	19
Agency %	100%		7.8	18.6	5.9	7.2	1.0	4.3	0.7	1.2	0.3
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
TOTAL	23,762	9944	6601	2403	2740	741	315	478	275	156	109
Agency %	100%		27.8	10.1	11.5	3.1	1.3	2.0	1.6	0.7	0.5

EEOC Form 569

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 3)
Distribution of EEO Groups and Comparison For Major Occupations
Defense Logistics Agency (FY 01)

Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-0028 Administrative	209	111	46	16	7	11	4	7	3	4	0
	100%		22.0	7.7	3.3	5.3	1.9	3.3	1.4	1.9	0
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-0083 Other	162	112	5	33	2	5	1	3	0	1	0
	100%		3.1	20.4	1.2	3.1	0.6	1.9	0	0.6	0
CLF	100%		11.2	9.7	3.2	4.8	1.0	1.2	0.3	0.9	0.2
GS-0201 Administrative	292	72	163	11	26	6	5	0	5	0	4
	100%		55.8	3.8	8.9	2.1	1.7	0	1.7	0	1.4
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-0203 Clerical	101	12	45	5	31	0	5	0	1	0	2
	100%		44.6	5.0	30.7	0	5.0	0	1.0	0	2.0
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-0301 Administrative	1464	714	455	91	124	24	17	8	15	12	4
	100%		31.1	6.2	8.5	1.6	1.2	0.5	1.0	0.8	0.3
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-0303 Clerical	1121	333	363	110	152	62	39	22	27	5	8
	100%		32.4	9.8	13.6	5.5	3.5	2.0	2.4	0.4	0.7
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-0318 Clerical	289	1	197	1	68	0	12	0	5	0	5
	100%		68.2	0.3	23.5	0	4.1	0	1.7	0	1.7
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-0334 Administrative	1287	642	399	85	95	9	11	19	18	3	6
	100%		31.0	6.6	7.4	0.7	0.9	1.5	1.4	0.2	0.5
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3

EEOC Form 570 (Pg. 1)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 3)
Distribution of EEO Groups and Comparison For Major Occupations
Defense Logistics Agency (FY 01)

Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-0343 Administrative	815	239	413	35	90	13	10	0	9	1	5
	100%		50.7	4.3	11.0	1.6	1.2	0	1.1	0.1	0.6
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-0344 Clerical	195	16	121	4	47	0	2	1	2	0	2
	100%		62.1	2.1	24.1	0	1.0	0.5	1.0	0	1.0
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-0501 Administrative	134	35	73	8	11	0	0	4	2	1	0
	100%		54.5	6.0	8.2	0	0	3.0	1.5	0.7	0
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-0560 Administrative	113	19	70	1	18	1	1	0	2	0	1
	100%		61.9	0.9	15.9	0.9	0.9	0	1.8	0	0.9
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-0855 Professional	173	124	6	6	0	6	0	25	5	1	0
	100%		3.5	3.5	0	3.5	0	14.5	2.9	0.6	0
CLF	100%		30.3	2.4	3.2	2.1	1.4	3.5	1.9	0.2	0.2
GS-0905 Professional	109	58	39	2	7	1	0	0	2	0	0
	100%		35.8	1.9	6.4	3.7	0	0	1.9	0	0
CLF	100%		30.3	2.4	3.2	2.1	1.4	3.5	1.9	0.2	0.2
GS-1101 Administration	466	198	158	32	55	9	6	2	2	3	1
	100%		33.9	6.9	11.8	1.9	1.3	0.4	0.4	0.6	0.2
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-1102 Administration	2050	549	890	110	438	12	19	7	18	2	5
	100%		43.4	5.4	21.4	0.6	0.9	0.3	0.9	0	0.2
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-1104 Administrative	443	200	130	27	43	15	7	3	12	4	2
	100%		29.3	6.1	9.7	3.4	1.6	0.7	2.7	0.9	0.5
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3

EEOC Form 570 (Pg. 2)

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 3)
Distribution of EEO Groups and Comparison For Major Occupations
Defense Logistics Agency (FY 01)

Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-1106 Clerical	432	34	193	33	160	1	2	1	3	1	4
	100%		44.7	7.6	37.0	0.2	0.5	0.2	0.7	0.2	0.9
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-1670 Administrative	372	282	39	40	5	2	0	1	0	3	0
	100%		0.5	0.8	1.3	0.5	0	0.3	0	0.8	0
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-1910 Administrative	534	338	67	61	47	8	1	5	1	6	0
	100%		12.5	11.4	8.8	1.5	0.2	0.9	0.2	1.1	0
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-2001 Administrative	737	310	281	42	73	7	6	5	2	4	7
	100%		38.1	5.7	9.9	0.9	0.8	0.7	0.3	0.5	0.9
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-2003 Administrative	873	358	342	49	82	12	8	4	6	6	6
	100%		39.2	5.6	9.4	1.4	0.9	0.5	0.7	0.7	0.7
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-2005 Clerical	1009	274	337	91	209	15	21	20	29	2	11
	100%		33.4	0.9	20.7	1.5	2.1	2.0	2.9	0.2	1.1
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-2010 Administrative	840	216	288	88	212	8	10	6	5	1	6
	100%		34.3	10.5	25.2	1.0	1.2	0.7	0.6	0.1	0.7
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
GS-2030 Administrative	240	141	45	24	9	9	3	6	0	3	0
	100%		18.8	0.1	3.8	3.8	1.3	2.5	0	1.3	0
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3

SUMMARY ANALYSIS OF THE WORKFORCE (ATTACHMENT 3)
Distribution of EEO Groups and Comparison For Major Occupations
Defense Logistics Agency (FY 01)

Series Category	Total All #	White		Black		Hispanic		Asian/Pacific		Native American	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
GS-2102 Clerical	328	77	109	23	70	2	23	2	18	2	2
	100%		33.2	7.0	21.3	0.6	7.0	0.6	5.5	0.6	0.6
CLF	100%		63.4	2.8	9.6	1.7	5.2	0.8	1.9	0.1	0.5
GS-2130 Administrative	124	40	51	4	21	0	3	2	1	0	2
	100%		41.1	3.2	16.9	0	2.4	1.6	0.8	0	1.6
CLF	100%		40.4	3.6	5.3	2.6	2.6	1.4	1.4	0.3	0.3
WG-4604 Blue Collar	206	116	14	33	4	18	1	15	0	4	1
	100%		6.8	16.0	1.9	8.7	0.5	7.3	0	1.9	0.5
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
WG-5352 Blue Collar	113	90	0	8	0	10	0	3	1	1	0
	100%		0	7.1	0	8.8	0	2.7	0.9	0.9	0
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
WG-5703 Blue Collar	280	170	9	71	2	17	1	4	0	6	0
	100%		3.2	25.4	0.7	6.1	0.4	1.4	0	2.1	0
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
WG-5704 Blue Collar	112	41	5	23	3	28	3	5	1	3	0
	100%		4.5	20.6	2.7	0.25	2.7	4.5	0.9	2.7	0
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
WG-6907 Blue Collar	2328	1147	168	520	168	155	13	120	12	19	6
	100%		7.2	22.3	7.2	6.7	0.6	5.2	0.5	0.8	0.3
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
WG-6912 Blue Collar	1124	547	140	172	78	97	10	56	10	11	3
	100%		12.5	15.3	6.9	8.6	0.9	5.0	0.9	0.9	0.3
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2
WG-7002 Blue Collar	945	405	111	172	83	82	29	30	12	13	8
	100%		42.9	49.9	8.8	8.7	3.1	3.2	1.3	1.4	0.8
CLF	100%		9.8	9.1	2.2	8.7	1.5	1.7	0.5	0.8	0.2

EEOC Form 570 (Pg. 5)



***DISTRIBUTION OF EEO GROUPS &
UNDERREPRESENTATION INDICES BY
PATCOB & PAY LEVEL
FISCAL YEAR 2001
(ATTACHMENT 4)***

Distribution of EEO Groups and Underrepresentation Indices by PATCOB and Pay Level

As of: September 30, 2002
Run Date: 08 April 2002

EEOC FORM 507
Organization: DLA Wide

Category	Workforce			White			Black			Hispanic			Asian/Pacific Islander			Native American		
	Total	Male	Female	Male	UI	Female	Male	UI	Female	Male	UI	Female	Male	UI	Female	Male	UI	Female
	UI	Female	Male	Female	Male	Female	Male	UI	Female	Male	UI	Female	Male	UI	Female	Male	UI	Female
PROFESSIONAL																		
GS1-4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GS5-8	7	2	5	4	188	4	1	595	1	446	0	0	0	0	0	0	0	0
GS9-12	359	276	83	62	107	56	51	26	301	19	165	7	92	1	19	29	230	7
GS/GM13-15	442	333	109	66	283	117	79	8	84	22	155	9	96	0	0	31	200	8
SES	3	2	1	90	2	121	1	0	0	0	0	0	0	0	0	0	0	0
Total	811	613	198	66	498	112	140	57	36	185	42	161	16	93	1	60	211	15
ADMINISTRATIVE																		
GS1-4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GS5-8	671	288	383	80	226	80	233	46	190	127	357	11	63	15	85	5	53	4
GS9-12	8,749	4,208	4,541	103	3,362	91	3,144	615	195	1,173	252	73	120	52	93	69	56	90
GS/GM13-15	2,404	1,391	1,013	84	1,201	118	825	131	151	151	118	32	51	16	25	12	35	15
SES	27	16	11	81	16	140	8	0	0	2	139	0	0	0	0	0	0	0
Total	11,851	5,903	5,948	100	4,805	96	4,210	792	185	1,453	231	163	52	124	40	86	51	109
TECHNICAL																		
GS1-4	20	8	12	109	4	55	8	1	138	2	151	3	468	2	294	0	0	0
GS5-8	2,129	807	1,322	113	539	70	778	167	217	418	297	63	92	58	80	29	71	52
GS9-12	211	154	57	49	132	173	42	17	223	13	93	2	29	0	0	2	49	1
GS/GM13-15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	2,360	969	1,391	107	675	79	828	185	217	433	278	68	90	60	74	31	69	53
CLERICAL																		
GS1-4	587	236	351	74	150	182	213	71	431	114	202	7	70	14	45	3	63	6
GS5-8	1,479	386	1,093	91	250	120	666	95	229	315	221	18	71	50	65	20	169	45
GS9-12	24	0	24	124	0	0	21	0	0	2	86	0	0	0	0	0	0	1
GS/GM13-15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	2,090	622	1,468	87	400	136	900	166	283	431	214	25	70	64	58	23	137	52
OTHER																		
GS1-4	47	24	23	311	15	47	14	3	65	5	332	4	177	4	851	2	354	0
GS5-8	279	255	24	54	194	102	17	46	169	6	67	7	52	1	35	7	209	0
GS9-12	18	16	2	70	15	123	1	0	0	1	173	1	115	0	0	0	0	0
GS/GM13-15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	344	295	49	90	224	96	32	49	146	12	109	12	72	5	145	9	218	0
BLUE COLLAR																		
W*1-4	149	118	31	147	80	82	19	18	132	6	183	15	115	5	223	5	197	0
W*5-8	5,374	4,444	930	122	2,679	76	453	1,056	215	360	304	406	86	54	66	239	261	45
W*9-12	769	744	25	23	572	113	19	100	142	3	17	35	52	2	17	24	183	1
W*13-19	14	14	0	0	11	120	0	1	78	0	0	1	82	0	0	1	420	0
Total	6,306	5,320	986	110	3,342	81	491	1,175	204	369	266	457	83	61	64	269	250	46



***WORKFORCE PROFILE BY PAY LEVEL
FISCAL YEAR 2001
(ATTACHMENT 5)***

MALE

CIVILIAN PAID STRENGTH
DEFENSE LOGISTICS AGENCY

AS OF DEC 2001

DMDC-30300

PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TOT-DIS
GS-01	1 7.7		1 7.7		2 15.4	5 38.5	7 1	1 7.7
GS-02	2 11.1				2 11.1	4 22.2	6	
GS-03	9 9.6		2 2.1		11 11.7	29 30.9	40	11 11.7
GS-04	62 12.4	13 2.6	2 .4	4 .8	81 16.2	122 24.4	203	24 4.8
GS-01-04	74 11.8	13 2.1	5 .8	4 .6	96 15.3	160 25.6	256 1	36 5.8
GS-05	112 8.5	23 1.7	18 1.4	5 .4	158 11.9	395 29.8	553	35 2.6
GS-06	79 7.8	33 3.3	18 1.8	4 .4	134 13.2	216 21.3	350	10 1.0
GS-07	147 7.2	42 2.1	19 .9	4 .2	212 10.4	551 27.1	763	26 1.3
GS-08	8 5.7	2 1.4	3 2.1	1 .7	16 9.9	47 33.3	61	
GS-05-08	346 7.7	100 2.2	58 1.3	14 .3	518 11.5	1209 26.8	1727	71 1.6
GS-09	199 8.2	36 1.5	14 .6	8 .3	257 10.5	781 32.0	1038	16 .7
GS-10	4 12.9	1 3.2			5 16.1	16 51.6	21	
GS-11	275 7.8	61 1.7	35 1.0	16 .5	387 11.0	1364 38.8	1751	47 1.3
GS-12	199 5.9	46 1.4	51 1.5	20 .6	316 9.4	1519 45.2	1835	29 .9
GS-09-12	677 7.2	144 1.5	100 1.1	44 .5	965 10.3	3680 39.4	4645	92 1.0
GS-13	86 5.4	38 1.9	30 1.9	11 .7	157 9.8	790 49.5	947	7 .4
GS-14	28 5.1	5 .9	7 1.3	5 .9	45 8.2	314 57.2	359 1	3 .5
GS-15	4 2.1	1 .5	2 1.0	3 1.8	9 4.7	113 58.5	122	
GS-13-15	118 5.0	36 1.5	39 1.7	18 .8	211 9.0	1217 52.0	1428 1	10 .4
GS-16								
GS-17								
GS-18								
GS-16-18								
GS TOTAL	1215 7.2	293 1.7	282 1.2	88 .5	1790 10.6	6266 37.3	8056 2	209 1.2
GM-13	10 8.2	1 .8	3 2.5		14 11.5	76 62.3	90	1 .8
GM-14	3 3.7				3 3.7	60 75.0	63	
GM-15	3 3.4	2 2.2			5 5.6	66 74.2	71	
GM-UNK								
GM TOTAL	16 5.5	3 1.0	3 1.0		22 7.6	202 69.4	224 1	.3
SES-1						3 100.0	3	
SES-2						1 50.0	1	
SES-3						1 50.0	1	
SES-4	2 15.4				2 15.4	6 46.2	8	
SES-5						4 100.0	4	
SES-6								
SES-UNK								
SES TOTAL	2 8.3				2 8.3	15 62.5	17	
AD	7 4.3	1 .6		1 .6	9 5.6	117 72.2	126 2	
CZ								
EC								
EX								
GG								
GW								
SR								
ST								
SZ								
TP								
WD								
WI						2 100.0	2	
WJ								
WK								
WM								
WN								
WP								
WW								
WX								
WY								
WZ								
YV								
YW	2 50.0				2 50.0	2 50.0	4	
MISC	1 14.3		1 14.3		2 28.6	3 42.9	5	
OTHER TOT	10 5.7	1 .6	1 .6	1 .6	13 7.4	124 70.9	137 2	
FWS TOTAL	1165 18.6	459 7.3	268 4.3	80 1.3	1972 31.5	3310 52.0	5282	148 2.4
NNN TOTAL	2408 10.2	756 3.2	474 2.0	161 .7	3799 16.1	9917 42.1	13716 4	358 1.5

MALE CIVILIAN PAID STRENGTH AS OF DEC 2001
DEFENSE LOGISTICS AGENCY

DMDC-30340

PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS
WG-01						1 50.0	1	
WG-02	2 15.4				2 15.4	8 61.5	10	3 23.1
WG-03	22 21.6	2 2.8	3 2.9	2 2.0	29 28.4	50 49.0	79	4 3.9
WG-04	12 10.9	23 20.9	8 7.3		43 39.1	41 37.3	84	4 3.6
WG-05	582 22.1	161 7.1	113 5.8	25 1.1	801 35.3	1060 46.7	1861	75 3.3
WG-06	240 16.0	134 9.0	58 3.9	20 1.3	452 30.2	761 50.9	1213	29 1.9
WG-07	81 14.3	39 6.9	19 3.6	7 1.2	146 25.8	313 55.3	459	14 2.5
WG-08	85 22.8	19 5.1	12 3.2	7 1.9	123 33.0	241 64.6	364	9 2.6
WG-09	22 14.3	9 5.8	3 1.9	5 3.2	39 25.3	106 68.8	145	
WG-10	44 14.3	16 5.2	13 4.2	2 .7	75 24.4	230 74.9	305	2 .7
WG-11	12 8.5	2 1.6	2 1.6	2 1.4	18 12.7	119 83.8	137	2 1.4
WG-12	1 4.2		1 4.2		2 8.3	20 83.3	22	
WG-13						6 100.0	6	
WG-14								
WG-15								
WG TOTAL	1023 18.4	405 7.3	232 4.2	70 1.3	1730 31.1	2956 53.1	4686	142 2.6
WL-01								
WL-02								
WL-03								
WL-04								
WL-05	41 29.1	11 7.8	9 6.4		61 43.3	56 39.7	117	
WL-06	22 19.0	7 6.0	4 3.4	3 2.6	36 31.0	52 44.8	88	
WL-07	5 11.9	2 4.8		1 2.4	8 19.0	18 42.9	26	
WL-08	5 23.8	2 9.5	2 9.5		9 42.9	12 57.1	21	1 4.8
WL-09	3 30.0	1 10.0			4 40.0	6 60.0	10	1 10.0
WL-10	5 17.9	1 3.6		2 7.1	8 28.6	20 71.4	28	
WL-11	1 5.9	1 5.9	2 11.8	1 5.9	5 29.4	12 70.6	17	1 5.9
WL-12								
WL-13								
WL-14								
WL-15								
WL TOTAL	82 21.9	25 6.7	17 4.5	7 1.9	131 34.9	176 46.9	307	3 .8
WS-01								
WS-02								
WS-03								
WS-04								
WS-05	19 28.8	9 13.6	5 7.6		33 50.0	24 36.4	57	1 1.5
WS-06	22 19.0	12 10.3	7 6.0	2 1.7	43 37.1	58 50.0	101	2 1.7
WS-07	6 14.3	3 7.1			9 21.4	28 66.7	37	
WS-08	4 17.4	2 8.7	3 13.0		9 39.1	11 47.8	20	
WS-09	4 21.1		3 15.8		7 36.8	7 36.8	14	
WS-10	2 6.2				2 6.2	29 90.6	31	
WS-11	1 5.6	2 11.1		1 5.6	4 22.2	13 72.2	17	
WS-12	1 14.3				1 14.3	5 71.4	6	
WS-13	1 33.3	1 33.3	1 33.3		3 100.0		3	
WS-14								
WS-15						2 100.0	2	
WS-16						1 100.0	1	
WS-17								
WS-18								
WS-19								
WS TOTAL	60 18.2	29 8.8	19 5.8	3 .9	111 33.7	178 54.1	289	3 .9
WB								
FWS TOTAL	1165 18.6	459 7.3	268 4.3	80 1.3	1972 31.5	3310 52.8	5282	148 2.4

FEMALE

CIVILIAN PAID STRENGTH
DEFENSE LOGISTICS AGENCY

AS OF DEC 2001

DMDC-30380

PP / GRADE	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS
GS-01		2 15.4			2 15.4	4 30.8	6	
GS-02	3 16.7				3 16.7	9 50.0	12	
GS-03	10 10.6	4 4.3	1 1.1		15 16.0	39 41.5	54	8 0.5
GS-04	106 21.2	13 2.6	5 1.0	4 .8	128 25.5	170 33.9	298	26 5.2
GS-01-04	119 19.0	19 3.0	6 1.0	4 .6	148 23.6	222 35.5	370	34 5.4
GS-05	242 18.3	40 3.0	36 2.7	9 .7	327 24.7	444 33.5	771	33 2.5
GS-06	212 20.9	27 2.7	22 2.2	12 1.2	273 26.9	391 34.6	664	16 1.6
GS-07	394 19.4	50 2.9	33 1.6	16 .8	501 24.7	768 37.8	1269	20 1.0
GS-08	13 9.2	2 1.4			15 10.6	65 46.1	80	1
GS-05-08	861 19.1	127 2.8	91 2.0	37 .8	1116 24.7	1668 37.0	2784	1 69 1.5
GS-09	438 10.0	34 1.4	23 .9	14 .6	509 20.9	891 36.5	1400	20 .8
GS-10				1 3.2	1 3.2	9 29.0	10	
GS-11	477 13.6	38 1.1	27 .8	17 .5	559 15.9	1281 34.2	1768	14 .4
GS-12	293 8.7	29 .9	33 1.0	13 .4	368 11.0	1157 34.4	1525	9 .3
GS-09-12	1208 12.9	101 1.1	83 .9	45 .5	1437 15.4	3258 34.9	4695	43 .5
GS-13	116 7.3	13 .8	15 .9	2 .1	146 9.1	504 31.6	650	2 .1
GS-14	22 4.0	2 .4	4 .7	4 .7	32 5.8	150 28.8	190	
GS-15	5 2.6	1 .5			6 3.1	68 33.7	71	
GS-13-15	143 6.1	16 .7	19 .8	6 .3	184 7.9	727 31.1	911	2 .1
GS-16								
GS-17								
GS-18								
GS-16-18								
GS TOTAL	2331 13.9	263 1.6	199 1.2	92 .5	2885 17.2	5075 34.9	8760	1 148 .9
GM-13	5 4.1				5 4.1	27 22.1	32	1 .8
GM-14	6 7.5				6 7.5	11 13.7	17	
GM-15	4 4.5				4 4.5	14 15.7	18	
GM-UNK								
GM TOTAL	15 5.2				15 5.2	52 17.9	67	1 .3
SES-1								
SES-2	1 50.0				1 50.0		1	
SES-3						1 50.0	1	
SES-4	1 7.7				1 7.7	4 30.8	5	
SES-5								
SES-6								
SES-UNK								
SES TOTAL	2 8.3				2 8.3	5 20.8	7	
AD	5 3.1		1 .6		6 3.7	30 10.5	36	
CZ								
EC								
EX								
GG								
GW								
SR								
ST								
SZ								
TP								
WD								
WI								
WJ								
WK								
WM								
WN								
WP								
WW								
WX								
WY								
WZ								
VV								
YW								
MISC	1 14.3				1 14.3	1 14.3	2	
OTHER TOT	6 3.4		1 .6		7 4.0	31 17.7	38	
FWS TOTAL	364 5.8	62 1.0	46 .7	19 .3	491 7.8	495 7.9	986	26 .4
MM TOTAL	2718 11.5	325 1.4	246 1.8	111 .5	3400 14.4	6458 27.4	9858	1 175 .7

PP / GRADE	FEMALE		CIVILIAN PAID STRENGTH				AS OF DEC 2001		DMDC-30380	
	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS		
WG-01										
WG-02	3 23.1				3 23.1	1 50.0	1			
WG-03	10 9.8				10 9.8	13 12.7	3			
WG-04		4 3.6	2 1.8	1 .9	7 6.4	19 17.3	26	2 1.8		
WG-05	174 7.7	26 1.1	18 .8	9 .6	227 10.0	181 8.0	408	18 .8		
WG-06	99 6.6	19 1.3	18 .7	2 .1	130 8.7	153 10.2	283	4 .3		
WG-07	40 7.1	2 .4	8 1.4	4 .7	54 9.5	53 9.4	107			
WG-08	1 .3		2 .5		3 .8	6 1.6	9	1 .3		
WG-09	2 1.3	1 .6	1 .6		4 2.6	5 3.2	9	1 .6		
WG-10						2 .7	2			
WG-11		1 .7			1 .7	4 2.8	5			
WG-12						2 8.3	2			
WG-13										
WG-14										
WG-15										
WG TOTAL	329 5.9	53 1.0	41 .7	16 .3	439 7.9	439 7.9	878	26 .5		
WL-01										
WL-02										
WL-03										
WL-04										
WL-05	12 4.5	2 1.4	1 .7	1 .7	16 11.3	8 5.7	24			
WL-06	9 7.8	2 1.7	1 .9	1 .9	13 11.2	15 12.9	28			
WL-07	3 7.1	1 2.4	1 2.4	1 2.4	6 14.3	18 23.8	16			
WL-08										
WL-09										
WL-10										
WL-11										
WL-12										
WL-13										
WL-14										
WL-15										
WL TOTAL	24 6.4	5 1.3	3 .8	3 .8	35 9.3	33 8.8	64			
WS-01										
WS-02										
WS-03										
WS-04										
WS-05	3 4.5		1 1.5		4 6.1	5 7.6	9			
WS-06	4 3.4	3 2.6	1 .9		8 6.9	7 6.0	15			
WS-07	2 4.8				2 4.8	3 7.1	5			
WS-08	1 4.3	1 4.3			2 8.7	1 4.3	3			
WS-09	1 5.3				1 5.3	4 21.1	5			
WS-10						1 3.1	1			
WS-11						1 5.6	1			
WS-12						1 14.3	1			
WS-13										
WS-14										
WS-15										
WS-16										
WS-17										
WS-18										
WS-19										
WS TOTAL	11 3.3	4 1.2	2 .6		17 5.2	23 7.8	40			
WB										
FWS TOTAL	364 5.8	62 1.0	46 .7	19 .3	491 7.8	495 7.9	986	26 .4		

PP / GRADE	TOTAL		CIVILIAN PAID STRENGTH		AS OF DEC 2001		DMD-30380	
	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN	CIV-TGT-DIS
GS-01	1 7.7	2 15.4	1 7.7		4 30.8	9 69.2	13	1 7.7
GS-02	5 27.0				5 27.0	13 72.2	18	
GS-03	19 20.2	4 4.3	3 3.2		26 27.7	68 72.3	94	19 20.2
GS-04	168 33.5	26 5.2	7 1.4	8 1.6	209 41.7	292 58.3	501	50 18.0
GS-01-04	193 38.8	32 5.1	11 1.8	8 1.3	244 39.0	382 61.0	626	70 11.2
GS-05	354 26.7	63 4.8	54 4.1	14 1.1	485 36.6	839 63.4	1324	68 5.1
GS-06	291 28.7	60 5.9	40 3.9	16 1.6	407 40.1	607 59.9	1014	26 2.6
GS-07	541 26.6	100 4.9	52 2.6	20 1.0	713 35.1	1319 64.9	2032	46 2.3
GS-08	21 14.9	4 2.8	3 2.1	1 .7	29 20.6	112 79.4	141	1
GS-05-08	1287 26.8	227 5.0	149 3.3	51 1.1	1634 36.2	2877 63.8	4511	140 3.1
GS-09	637 26.1	70 2.9	37 1.5	22 .9	766 31.4	1672 68.6	2438	36 1.5
GS-10	4 12.9	1 3.2		1 3.2	6 19.4	25 80.6	31	
GS-11	752 21.4	99 2.8	62 1.8	33 .9	946 26.9	2565 73.1	3511	61 1.7
GS-12	492 14.6	75 2.2	84 2.5	33 1.0	684 20.4	2676 79.6	3360	38 1.1
GS-09-12	1885 20.2	245 2.6	183 2.0	89 1.0	2402 25.7	6938 74.3	9340	135 1.4
GS-13	202 12.6	43 2.7	45 2.8	13 .8	303 19.0	1294 81.0	1597	9 .6
GS-14	50 9.1	7 1.3	11 2.0	9 1.6	77 14.8	472 86.0	549	3 .5
GS-15	9 4.7	2 1.0	2 1.0	2 1.0	15 7.8	178 92.2	193	
GS-13-15	261 11.2	52 2.2	58 2.5	24 1.0	395 16.9	1944 83.1	2339	12 .5
GS-16								
GS-17								
GS-18								
GS-16-18								
GS TOTAL	3546 21.1	556 3.3	401 2.4	172 1.0	4675 27.8	12141 72.2	16816	357 2.1
GM-13	15 12.3	1 .8	3 2.5		19 15.6	103 84.4	122	2 1.6
GM-14	9 11.2				9 11.2	71 88.7	80	
GM-15	7 7.9	2 2.2			9 10.1	80 89.9	89	
GM-UNK								
GM TOTAL	31 10.7	3 1.0	3 1.0		37 12.7	254 87.3	291	2 .7
SES-1						3 100.0	3	
SES-2	1 50.0				1 50.0	1 50.0	2	
SES-3						2 100.0	2	
SES-4	3 23.1				3 23.1	10 76.9	13	
SES-5						4 100.0	4	
SES-6								
SES-UNK								
SES TOTAL	4 16.7				4 16.7	20 83.3	24	
AD	12 7.4	1 .6	1 .6	1 .6	15 9.3	147 90.7	162	2
CZ								
EC								
EX								
GO								
GW								
SR								
ST								
SZ								
TP								
WD						2 100.0	2	
WI								
WJ								
WK								
WH								
WN								
WP								
WW								
WX								
WY								
WZ								
YV								
YW	2 50.0				2 50.0	2 50.0	4	
MISC	2 28.6		1 14.3		3 42.9	4 57.1	7	
OTHER TOT	16 9.1	1 .6	2 1.1	1 .6	20 11.4	155 88.6	175	2
FWS TOTAL	1529 24.4	521 8.3	314 5.0	99 1.6	2463 39.3	3805 60.7	6268	174 2.8
MMW TOTAL	5126 21.7	1081 4.6	720 3.1	272 1.2	7199 30.5	16375 69.5	23574	553 2.3

PP / GRADE	TOTAL		CIVILIAN PAID STRENGTH		AS OF DEC 2001		DMDC-3038D		CIV-TGT-DIS
	BLACK	HISPANIC	ASIAN	AM INDIAN	TOTAL MIN	NON-MIN	TOTAL UNKNOWN		
WG-01						2 100.0	2		
WG-02	5 38.5				5 38.5	8 61.5	13		3 23.1
WG-03	32 31.4	2 2.0	3 2.9	2 2.0	39 38.2	63 61.8	102		4 3.9
WG-04	12 10.9	27 24.5	10 9.1	1 .9	50 45.5	60 54.5	110		6 5.5
WG-05	676 29.8	187 8.2	131 5.8	34 1.5	1028 45.3	1241 54.7	2269		93 4.1
WG-06	339 22.7	153 10.2	68 4.5	22 1.5	582 38.9	914 61.1	1496		33 2.2
WG-07	121 21.4	41 7.2	27 4.8	11 1.9	200 35.3	366 64.7	566		14 2.5
WG-08	66 23.1	19 5.1	14 3.8	7 1.9	126 33.8	247 66.2	373		10 2.7
WG-09	24 15.6	10 6.5	4 2.6	5 3.2	43 27.9	111 72.1	154		1 .6
WG-10	44 14.3	16 5.2	13 4.2	2 .7	75 24.4	232 75.6	307		2 .7
WG-11	12 8.5	3 2.1	2 1.4	2 1.4	19 13.4	123 86.6	142		2 1.4
WG-12	1 4.2		1 4.2		2 8.3	22 91.7	24		
WG-13						6 100.0	6		
WG-14									
WG-15									
WG TOTAL	1352 24.3	458 8.2	273 4.9	86 1.5	2169 39.0	3395 61.0	5566		168 3.0
WL-01									
WL-02									
WL-03									
WL-04									
WL-05	53 37.6	13 9.2	10 7.1	1 .7	77 54.6	64 45.4	141		
WL-06	31 26.7	9 7.8	5 4.3	4 3.4	49 42.2	67 57.8	116		
WL-07	8 19.0	3 7.1	1 2.4	2 4.8	14 33.3	28 66.7	42		
WL-08	5 23.8	2 9.5	2 9.5		9 42.9	12 57.1	21		1 4.8
WL-09	3 30.0	1 10.0			4 40.0	6 60.0	10		1 10.0
WL-10	5 17.9	1 3.6		2 7.1	8 28.6	20 71.4	28		
WL-11	1 5.9	1 5.9	2 11.8	1 5.9	5 29.4	12 70.6	17		1 5.9
WL-12									
WL-13									
WL-14									
WL-15									
WL TOTAL	106 28.3	30 8.0	20 5.5	10 2.7	166 44.3	209 55.7	375		3 .8
WS-01									
WS-02									
WS-03									
WS-04									
WS-05	22 33.3	9 13.6	6 9.1		37 56.1	29 43.9	66		1 1.5
WS-06	26 22.4	15 12.9	8 6.9	2 1.7	51 44.8	65 56.0	116		2 1.7
WS-07	8 19.0	3 7.1			11 26.2	31 73.8	42		
WS-08	5 21.7	3 13.0	3 13.0		11 47.8	12 52.2	23		
WS-09	5 26.3		3 15.8		8 42.1	11 57.9	19		
WS-10	2 6.2				2 6.2	30 93.7	32		
WS-11	1 5.6	2 11.1		1 5.6	4 22.2	14 77.8	18		
WS-12	1 14.3				1 14.3	6 85.7	7		
WS-13	1 33.3	1 33.3	1 33.3		3 100.0		3		
WS-14									
WS-15						2 100.0	2		
WS-16						1 100.0	1		
WS-17									
WS-18									
WS-19									
WS TOTAL	71 21.6	33 18.0	21 6.4	3 .9	128 38.9	201 61.1	329		3 .9
WB									
FWS TOTAL	1529 24.4	521 8.3	314 5.0	99 1.6	2463 39.3	3805 60.7	6268		174 2.8

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001

PLAN UPDATE FOR FISCAL YEAR 2002

PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES

The Defense Logistics Agency's (DLA) Equal Employment Opportunity (EEO) Program is an essential element of readiness and is vital to the accomplishment of DLA's mission. Therefore, it is critical that adequate structures and resources are obligated for successful implementation of the Program.

Each DLA Major Operating Command (MOC) is expected to carry out a positive and aggressive EEO Program. Leadership of the MOCs must allocate the necessary resources to ensure that EEO responsibilities are accomplished in an acceptable manner to include the appointment of Special Emphasis Program Managers (SEPM) and other supporting personnel and/or groups.

As of September 30, 2001, there were six Equal Employment Managers (EEMs) servicing each of the six MOCs throughout the United States. The DLA workforce consisted of approximately 23,762 full and part-time permanent employees. EEMs servicing each MOC maintain control of their own budgets. The EEM, through delegation, is responsible for execution of the affirmative employment and complaints processing functions and has direct access to the local Commander/Director on all matters involving the administration of these functions.

In some cases, the EEM has an assistant/coordinator appointed at major subordinate organizational levels to support and coordinate the actions of the EEM, especially when geographically apart from the MOC Headquarters.

EEO Counselors are appointed in all geographically separated segments of a DLA component with 50 or more employees and, otherwise, on a ratio of no less than one counselor for each 500 employees. Some of the counselors are independent contractors trained by DLA.

EEO Committees have been established, where needed, at MOCs to assist in planning and evaluating the EEO Program. Subcommittees are established for women, Hispanics, and other groups as necessary, to address their employment interests and concerns.

Administrative support has also been provided at most locations, including office facilities for EEMs and EEO Counselors, to ensure privacy when it is required.

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES - 2

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EEO staff and committee members work with the EEM who has direct access to and, in most instances, serves on the staff of the Director/Commander of the MOC.

EEMs, their assistants, staff specialists, and EEO Counselors continue to receive necessary training when needed in personnel administration. This training, while not intended to result in full technical competency in all personnel fields, covers pertinent personnel functions crucial to the administration of effective EEO Programs.

DLA Handbook (DLAH) 1434.2, Model Standards of Performance, outlines specific guidance on responsibilities for EEO performance evaluation of supervisors/managers.

Our program analysis for FY 02 continues to reveal a need for improved communication and guidance to SEPMs/Coordinators and Equal Employment Specialists. Action items have been developed to address the issue. An updated status of our efforts is included in the Report on Accomplishment of Objectives for this program element.

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES

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Analysis. There is a lack of continual effective training for EEO Counselors, EEO Program Officials, SEPMs/Coordinators, and Equal Employment Specialists, which affects the desired quality of service delivered to customers/employees. This problem was identified based on feedback from SEPMs/Coordinators and Equal Employment Managers.

There is also a need to provide training in personnel management to assist managers in understanding their roles in accomplishing the goals of the Agency's Affirmative Employment Plan as well as evaluating whether or not there are systemic barriers to affirmative employment. The Agency also needs to develop constructive refresher training regarding the Agency's Alternative Dispute Resolution (ADR) Program.

PROBLEM/BARRIER STATEMENT:

There is an ongoing need for specialized training and guidance to SEPMs/Coordinators, Equal Employment Specialists, and senior managers.

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES - 3

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OBJECTIVE: Continually update, maintain, and utilize the DLA EEO Office Website (DONet) to disseminate information to SEPMs/Coordinators and Equal Employment Specialists. Provide/conduct training modules for SEPMs/Coordinators, Equal Employment Specialists, and senior managers.

RESPONSIBLE OFFICIAL: Director of Equal Employment Opportunity (DEEO).

Target Date: Ongoing

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Maintain the EEO website to facilitate the use of the Internet for communication with SEPMs/Coordinators.	DEEO	Ongoing
2. Conduct quarterly meetings with EEMs via Video Teleconferencing (VTC) or onsite.	DEEO	Ongoing
3. Conduct or contract Affirmative Employment Plan (AEP) training for EEO Specialists.	DEEO	Sep 30, 2002
4. Develop online EEO training for managers/supervisors and employees.	DEEO	Sep 30, 2003
5. Implement automated analytical tools to analyze and track workforce profiles, trends, personnel actions, and complaint processing.	DEEO	Ongoing

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PROGRAM ELEMENT I: ORGANIZATION AND RESOURCES - 4

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REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. This item was successfully developed and has ongoing updating and maintenance.

ACTION ITEM 2. It was decided that meetings with our MOC EEO Managers would be held quarterly to share information. The first meeting was held in January 2002. The second meeting is tentatively scheduled for May 2002. These meetings will be accomplished through the Agency's VTC meeting facilities or onsite, alternating between the Andrew T. McNamara Building located at Fort Belvoir and MOC locations.

ACTION ITEM 3. The desire for formal AEP training for Agency EEO Specialists was voiced by EEMs last fiscal year. We are planning to utilize the Equal Employment Opportunity Commission (EEOC) as a resource for this training in May or June of 2002.

ACTION ITEM 4. The DLA Corporate EEO Office is developing online EEO training. The goal is to utilize our website as a training tool for managers/supervisors and employees allowing us to track each person's EEO training and certify their completion of it.

ACTION ITEM 5. Installation of software tools designed for analyzing and tracking personnel actions and complaints to be implemented at both Headquarters and MOC levels.

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001

PLAN UPDATE FOR FISCAL YEAR 2002

PROGRAM ELEMENT II: WORKFORCE

PROBLEM/BARRIER STATEMENT: A manifest imbalance exists for Hispanic males in most PATCOB categories. Women overall are underrepresented in professional occupations and in high grades (GS/GM-13 and above) across the board.

OBJECTIVE: To reduce the underrepresentation that exists within certain EEO groups.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Human Resources; and MOC Commanders

TARGET DATE: Ongoing

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Conduct analysis and identify areas of underrepresentation by EEO groups.	DEEO	Quarterly
2. Assist MOCs in developing mechanism to support the Human Resources and EEO effort in recruitment, training, and development of under-represented EEO groups in PATCOB categories.	DEEO; Human Resources; MOC Commanders	Sep 30, 2002
3. Conduct program evaluation and technical assistance visits, and provide statistical and other feedback to MOC Commanders.	DEEO	Mar 30, 2003
4. Monitor the progress of each MOC toward reducing under-representation as identified.	DEEO; MOC Commanders	Sep 30, 2002

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PROGRAM ELEMENT II: WORKFORCE - 2

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
5. Conduct analyses and propose strategies to address identified disparities, especially minority males in disciplinary actions, accessions/losses, terminations, and selections of middle and high-grade positions.	DEEO; MOC Commanders	FY 03
6. Conduct an Assessment Survey for women and minorities, Agency-wide.	DEEO; MOC Commanders	FY 03

REPORT ON ACCOMPLISHMENT OF OBJECTIVE: Hispanic males remain underrepresented in PATCOB categories across the board. Other efforts reflective of our accomplishments are noted in the Noteworthy Activities and Initiatives.

ACTION ITEM 1. Status: This is an ongoing effort. MOCs are required to conduct annual analyses to identify areas of underrepresentation for all EEO groups. Results are reported in MOC AEP Plans. **Target Date: QUARTERLY**

ACTION ITEM 2. Status: This is an ongoing effort. Feedback from MOCs on attempts to develop support groups and strategies/initiatives in support of such issues are reported in MOC AEP Plans as required. **Target Date: March 30, 2002.**

ACTION ITEM 3. Status: Although no structured onsite program evaluation/technical assistance visits were conducted in FY 01, as previously planned, continued monitoring by the Corporate EEO Office was performed for the MOCs through evaluation of required reports such as local AEP Plans and the Annual Statistical Report of Discrimination Complaints, as well as frequent monitoring of the progress MOCs have made toward achieving DLA Parity Index goals. This monitoring by the Corporate EEO Office will continue throughout the fiscal year. **Target Date: September 30, 2003.**

ACTION ITEM 4. Status: This is an ongoing effort. MOCs progress is tracked at the end of each fiscal year by reviewing MOC AEP Plans and analyzing EEO workforce profile reports by PATCOB and grade level. **Target Date: September 30, 2002.**

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PROGRAM ELEMENT II: WORKFORCE - 3

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ACTION ITEM 5. Status: This is an ongoing effort. MOC activity in this area will be assessed regularly. **Target Date: FY 03.**

ACTION ITEM 6. Status: This is an ongoing effort. Hispanics continue to be the most severely underrepresented EEO group in DLA. We conducted a series of focus groups with Hispanic employees from various geographical locations. The results of the assessment led to the development of an initiative entitled Recruitment, Employment and Advancement for Latinos (**REAL**). The **REAL** program is the first of multiple initiatives intended to achieve an inclusive workforce. Other initiatives will focus on the underrepresentation of African Americans and women in our workforce. **Target Date: FY 03.**

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PROBLEM/BARRIER STATEMENTS:

1. **Grades:** There is underrepresentation of Hispanics in both middle grade (GS-9-12 and wage grade equivalents) and high-grade (GS-13 -15 and wage grade equivalents) positions, Agency-wide.
2. **Series:** There is underrepresentation of Hispanics and Asians in major occupational series, Agency-wide.

OBJECTIVE: To reduce the underrepresentation of affected EEO groups

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Human Resources; and MOC Commanders

TARGET DATE: Fiscal Year 2002

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PROGRAM ELEMENT II: WORKFORCE - 4

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Monitor status of Agency-wide goals established in occupational categories, grade levels, and major occupational series, and report accomplishment in DLA AEP updates.	DEEO; MOC Commanders; Equal Employment Managers	FY 02 Ongoing
2. Provide statistical feedback to MOCs on a semiannual basis so that they are aware of the status of their progress toward achievement of Agency-wide PI goals.	DEEO	FY 02 Ongoing
3. Conduct program evaluation and technical assistance visits, and provide statistical and other feedback to MOC Commanders.	DEEO; Human Resources	FY 03

REPORT ON ACCOMPLISHMENT OF OBJECTIVE: The stated problem still exists Agency-wide. The PI for Hispanics decreased by 3 overall to 55 in FY 01. In the middle grades, a PI of 49 in FY 00 decreased in FY 01 to a PI of 32. In the high grades, the PI for Hispanics remained 27 in FY 01.

The PI for women increased by 3 overall to 92 in FY 01. In the middle grades, a PI of 84 in FY 00 increased in FY 01 to parity (100+). In the high grades, the PI for women remained 75 in FY 01.

Overall and in the middle grades, the PI for all minorities remained at or above parity in FY 01. In the high grades, the PI for all minorities remained 80 in FY 01. The above action items will continue to be in effect throughout FY 02. Other efforts reflective of our accomplishments are noted in the Noteworthy Activities and Initiatives.

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PROGRAM ELEMENT II: WORKFORCE - 5

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Analysis. Our program analysis revealed a lack of sufficient training for supervisors and managers regarding appropriate strategies for improving the representation of minorities and women in organizations where underrepresentation has been identified. This problem was identified based on underrepresentation of all EEO groups as reported in MOC AEP Programs, organization and statistical analysis, and direct communication with managers and supervisors on various issues involving EEO Programs.

OBJECTIVE: To reduce the underrepresentation of EEO groups in PATCOB categories, Agency-wide, through improved communication, and supervisor/manager training regarding their role in reducing underrepresentation during the recruitment/promotion process.

RESPONSIBLE OFFICIAL: Director of Equal Employment Opportunity (DEEO); Human Resources; and MOC Commanders

TARGET DATE: Fiscal Year 2002

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Provide supervisory and manager training on EEO programs to include recruitment, promotion, communication, and advancement.	DEEO; MOC Commanders	Sep 30, 2002
2. Assist MOCs in identifying recruitment sources.	DEEO; Human Resources	Sep 30, 2002

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. Status: This is an ongoing effort. A one-week course is given at various sites throughout DLA consisting of all personnel management topics in which supervisors are required to have training. DLA also provides supervisory web-based training for those supervisors unable to attend classroom training. **Target Date: September 30, 2002.**

ACTION ITEM 2. Status: This is an ongoing effort. DLA's Hispanic employment initiative, **REAL**, encourages a proactive recruitment strategy. One of the strategies is to require recruitment from all sources for all position vacancies, including the Senior Executive Service and managerial positions at the GS-13-15 grade levels. **Target Date: September 30, 2002.**

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PROGRAM ELEMENT III: DISCRIMINATION COMPLAINTS

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1. PROBLEM/BARRIER STATEMENT: Delays in various stages of the process continue to result in increased number of days to process EEO complaints.

OBJECTIVE: Improve the system for processing EEO complaints and significantly reduce the number of complaints and/or complaint processing time internally, Agency-wide.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); and MOC Commanders

TARGET DATE: Ongoing

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Improve methodology to monitor status and track effectiveness in reducing internal complaints processing time.	DEEO; MOC Commanders	Ongoing
2. Market Alternative Dispute Resolution (ADR) process, Agency-wide.	DEEO	June 30, 2002
3. Online EEO training for senior managers.	DEEO; MOC Commanders; Human Resources	Sep 30, 2003

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. Status: Ongoing. The timeliness of complaint processing has improved. With the use of information technology solutions, forms and form letters are automated to speed the process to comply with EEOC requirements. A comparison of the DLA 462 reports for FY 00 and FY 01 shows that DLA has shortened its processing time in two areas – written acknowledgement of formal complaints filed (from 250.1 days to 72.76 days) and investigations (from 259.7 days to 208 days). DLA has initiated some procedures to decrease the number of days it takes to prepare final Agency decisions. They include templates for definition of prima facie requirements, appeal rights, and changing the coordination process.

ACTION ITEM 2. Status: Ongoing. A published mediation guide (Reach Equitable SOLutions Voluntarily and Easily. RESOLVE) was distributed to all MOCs in January 1999. The RESOLVE brochure is now available on the DLA EEO Website. Introduction

and distribution of the RESOLVE video is completed. Marketing of ADR will continue with revised information provided in a different format highlighted on the EEO Office's website. This website will also be linked to the Agency's daily web publication DLA Today and Tomorrow. **Target Date: June 30, 2002**

ACTION ITEM 3. Research is being gathered on types of applicable software available, if any, to effectively conduct EEO training via the EEO Office's website for the Agency's senior leaders and managers. Research is also being done to identify if there are any budget constraints. DLA employees and leaders need EEO training using the Agency's plans of instruction to provide uniform access to knowledge of rights and responsibilities regarding EEO. Such knowledge may reduce complaints through prevention and enhanced understanding of processes of dispute resolution. **Target Date: Sep 30, 2003.**

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2. PROBLEM/BARRIER STATEMENT: Lack of sufficient tracking to identify organizations with discriminatory issues and concerns, which may have a far-reaching impact on the Agency.

OBJECTIVE: Develop a system to assist in identifying affected organizations.
Communicate/advise local management of the findings.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO)

TARGET DATE: December 2002

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Predecisional meeting for review of final Agency decisions.	DEEO; Human Resources; General Counsel	Ongoing
2. Finalize development of tracking system.	DEEO	Sep 2002
3. Execute/implement the system.	DEEO	Sep 2002

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1. Status: The predecisional meetings and coordination of final Agency decisions on discrimination complaints between the DLA EEO Office, Human Resources Office, and General Counsel representatives provides an opportunity to discuss discriminatory issues, concerns, and possible trends that could impact DLA. **Target Date: Ongoing**

ACTION ITEMS 2 and 3. Status: This action is held in abeyance pending deployment of Modern Defense Civilian Personnel Data System (MDCPDS) EEO module.
Target Date: FY 02.

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PROGRAM ELEMENT IV: RECRUITMENT AND HIRING

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Analysis. There is a need for EEO and human resource officials to partner in specific recruitment efforts to ensure that the need for minority and female applicants is considered during the recruitment process.

PROBLEM/BARRIER STATEMENT: Downsizing, hiring, and budgetary constraints within the Agency continues to hamper our efforts towards improvement and/or implementation of traditional recruitment initiatives.

OBJECTIVE: To eliminate underrepresentation that exists within certain grade groupings.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director of Human Resources; and MOC Commanders.

TARGET DATE: Fiscal Year 2002

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Maintain a network of minority and women's organizations to use as a resource for qualified applicants.	DEEO; MOC Commanders; Human Resources	Sep 30, 2002
2. Establish a process to review referral certificates for all positions in which underrepresentation exists. *	DEEO; MOC Commanders; Human Resources	Sep 30, 2002
3. Establish an HR/EEO team to develop ideas on restructuring positions to reach underrepresented groups.	DEEO; Human Resources	FY 02
4. Recruitment.		
a. Develop recruitment initiatives for grade groupings in which underrepresentation exists.	DEEO; Director, Human Resources	FY 02
b. Promote use of developmental and bridge positions.	DEEO; MOC Commanders	FY 02

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PROGRAM ELEMENT IV: RECRUITMENT AND HIRING - 2

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
c. Utilize DLA Career Intern Program as outlined in the Agency FEORP Plan.	DEEO; MOC Commanders; Human Resources	FY 02
d. Improve outreach efforts to minority groups.	DEEO; MOC Commanders; Human Resources	FY 02
e. Emphasize use of the formal Upward Mobility Program.	DEEO; MOC Commanders; Human Resources	FY 02
5. Internal and external selections.	MOC Commanders; Human Resources;	FY 02
a. EEO Office review of all selections prior to approval for EEO implications.	Equal Employment Managers	

NOTE: On February 21, 2002, DLA announced its decision to restructure the Human Resources function agency wide by the end of FY 03. The reorganization will have major implications on all action items identified above due to the elimination of Human Resources positions in the Customer Service Unit (CSU), disestablishment of the Human Resources Operations Center (HROC), and the establishment of a primary Human Resources Center (HRC) with backup.

REPORT OF ACCOMPLISHMENT OF OBJECTIVE: Action items and responsible officials will be re-evaluated in light of the Agency's implementation of the "Balanced Scorecard" and the DLA Human Resources consolidation effort.

Target Date: Sep 30, 2003.

* At many of the MOCs, this has already been accomplished. This action item applies to those MOCs at which this procedure has not yet been established.

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PROGRAM ELEMENT V: EMPLOYEE DEVELOPMENT

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Analysis. Statistical analysis revealed an underrepresentation of minorities and women in high graded positions, which leads to the assumption that there is also an imbalance of minorities and women involved in Career Development Programs, Agency-wide.

PROBLEM/BARRIER STATEMENT: Career development programs are not being utilized as a means of correcting underrepresentation.

OBJECTIVE: To increase participation of the underrepresented EEO groups in Career Development Programs.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity DEEO); Director of Human Resources; MOC Commanders;

TARGET DATE: Fiscal Year 2002

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Include information on Career Development Programs in all EEO and supervisory training workshops.	DEEO; Human Resources	Sep 30, 2002
2. Development.		
a. Analyze candidate pools.	DEEO; Human Resources	FY 02
(1) Develop a tracking mechanism.		
b. Determine status and monitor representation of minorities in Career and Executive Development Programs.	DEEO; Human Resources	Sep 30, 2002
c. Expand Leadership Development Programs.	DEEO; Director, Human Resources	Sep 30, 2002
d. Review career management board charters.	DEEO; Human Resources	Sep 30, 2002
3. Mentoring Programs.		
a. Establish Mentoring Programs.	Director, Human Resources	FY 02

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PROGRAM ELEMENT V: EMPLOYEE DEVELOPMENT - 2

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REPORT OF ACCOMPLISHMENT OF OBJECTIVE: Guidance has been provided to all DLA MOCs for implementation at the local level. The Human Resources disestablishment and reorganization may have an impact on these action items. They will be reevaluated in light of this for the next reporting cycle. **Target Date: FY 02.**

Some of the action items listed above are repeated in Program Element IX: Action Agenda for Civilian EEO Progress for management and SES development.

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PROGRAM ELEMENT VI: PROMOTIONS

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Analysis. There is a need for EEO professionals to provide EEO statistics to managers and supervisors on a regular basis. This will enable selecting officials to recruit and/or promote in a manner to ensure that minorities and women are fully represented at all grade levels within their respective organization.

PROBLEM/BARRIER STATEMENT: Selecting officials do not seem to be taking into consideration the makeup of their organization during the recruitment and/or promotion process.

OBJECTIVE: Improve the promotion rate of minorities and women.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director of Human Resources, and MOC Commanders

TARGET DATE: Fiscal Year 2002

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. EEO Offices to provide workforce statistics to all directorates on a regular basis for consideration during the recruitment process.	DEEO; MOC Commanders; MOC EEMs; Human Resources	Sep 30, 2002
2. EEO Offices, in concert with an HR representative and selecting official, will work to restructure selected positions to reach underrepresented groups.	DEEO; MOC Commanders; MOC EEMs; Human Resources	Sep 30, 2002
3. Develop an automated tracking system for rates of promotion for minorities and women.	DEEO; Director, Human Resources	Sep 30, 2003
4. Review data integrity contained in DCPDS regarding EEO data, i.e., RNO, age, sex, etc.	DEEO; Director, Human Resources	Sep 30, 2003

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1: Status: This is a new action item. We will inform each MOC EEO Office of this new action item and request a status report for the next reporting period.
Target Date: September 30, 2002

ACTION ITEM 2: Status: This is a new action item. We will meet with MOC EEMs and DLA Human Resource professionals to develop a strategy that can be implemented, Agency wide. **Target date: September 30, 2002**

ACTION ITEM 3: Status: This action is held in abeyance pending deployment of the Modern Defense Civilian Personnel Data System (MDCPDS) EEO module. **Target Date: FY 03.**

ACTION ITEM 4: Status: The Human Resources Office and the DLA Corporate EEO Office have teamed to request updated information from all DLA employees. This updated information will then be made a part of the MDCPDS. **Target Date: FY 03**

NOTE: The DLA Human Resources reorganization and consolidation may have an impact on the Agency's ability to accomplish these goals within the established timeframes.

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PROGRAM ELEMENT VII: SEPARATIONS

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Analysis. There is a need to establish a reporting mechanism to assess the impact of downsizing on minorities and women vs. other groups.

PROBLEM//BARRIER STATEMENT: There is no Agency-wide reporting mechanism in place to determine the impact of downsizing on minorities and women.

OBJECTIVE: To enable DLA to develop internal plans/programs that will address the impact downsizing has on minorities and women vs. other groups and then use these plans/programs to ensure the continued progression of minorities and women within the organization in spite of DoD/DLA downsizing requirements.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director of Human Resources, and MOC Commanders

TARGET DATE: FY 03

<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Establish/develop a regular Agency-wide report on separations.	DEEO; Director, Human Resources	Sep 30, 2002
2. Establish/develop an Agency-wide report identifying those employees affected by downsizing activities.	DEEO; Director, Human Resources	Jan 30, 2003
3. Analyze "Exit Surveys" to determine reasons employees leave voluntarily.	DEEO; Director, Human Resources	Jun 30, 2003

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

ACTION ITEM 1: Status: This action item has been slightly redefined. DLA's automated reporting system - **C**orporate **W**o**R**force and **M**anagement **R**eport (**CRMR**) currently contains three reports regarding separations, one for women, one for minorities, and one for Hispanics; however, these reports have only recently been utilized, and the information contained therein is for a relatively short timeframe.
Target Date: September 30, 2002

ACTION ITEM 2: Status: Human Resources currently provide statistical data on race and gender of employees who have been subject to Reduction in Force (RIF) actions,

upon request. However, the action item identified above is slightly different in that it reflects other types of employee movement affected by downsizing.

Target Date: FY 03

ACTION ITEM 3: This action item is new. The Director of Equal Employment Opportunity and Human Resources will team to define the reporting requirements needed; or Human Resources will provide EEO with a report, on a semi-annual basis, that identifies RNO and gender data to the reasons employees have left DLA. **Target Date: June 30, 2003**

NOTE #1: Action Items 1 and 2 are being held in abeyance pending deployment of the Modern Defense Civilian Personnel Data System (MDCPDS) EEO module. **Target Date: FY 03.**

NOTE #2: The DLA Human Resources reorganization and consolidation may have an impact on the Agency's ability to accomplish these goals within the established timeframes.

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PROGRAM ELEMENT IX: ACTION AGENDA FOR CIVILIAN EEO PROGRESS

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Analysis. On March 3, 1994, the former Secretary of Defense called for a vigorous, sustained effort to improve the representation of minorities, women, and people with disabilities among DoD's civilian managers (targeting grades GS-13 and above). Consequently, through charter, recommendations and direction from the Defense Equal Opportunity Council and the Deputy Secretary of Defense, all Defense agencies are required to implement "action agendas" to effect change in this area. This Program Element constitutes DLA's action agenda. Statistical analysis was conducted on the representation of minorities and women in managerial/supervisory positions. Women represent 31.1 percent of GS-13 to GS-15 positions. Minorities represent 16.9 percent of GS-13 to GS-15 positions. These percentages are well below their representation in the DLA workforce, which stands at 42.2 percent and 30.4 percent, respectively. (See Attachment 5).

Probable Barriers. Lack of sufficient mechanism (e.g., accession planning, intensified recruiting strategies) to effect change in representation of affected EEO groups.

PROBLEM/BARRIER STATEMENT: Disproportionate representation of minorities and women in leadership positions at grades GS-13 and above.

OBJECTIVE: To improve the representation of minorities and women among DLA managers/supervisors.

RESPONSIBLE OFFICIAL: Director, DLA; Director of Equal Employment Opportunity (DEEO); Director, Human Resources; and MOC Commanders

TARGET DATE: September 30, 2002

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PROGRAM ELEMENT IX: ACTION AGENDA FOR CIVILIAN EEO PROGRESS - 2

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
1. Accountability for EEO Implementation.	Director, DLA; DEEO; MOC Commanders	FY 02
a. Publish statement of commitment.		
2. Recruitment.		
a. Develop a recruitment strategy plan for minority SES candidates.	Executive Director, DLA; DEEO; Director, Human Resources	FY 03
b. Promote use of developmental and bridge positions.	DEEO; Human Resources; MOC Commanders	FY 02
c. Analyze educational status.	DEEO; Human Resources	FY 02
d. Improve outreach efforts to minorities.	DEEO; MOC Commanders; Human Resources	FY 02
e. Succession planning	DEEO; MOC Commanders; Human Resources	FY 03
3. Development.		
a. Analyze SES candidate pools. Identify and develop a tracking mechanism.	Executive Director, DLA; DEEO; Director, Human Resources	FY 03
b. Monitor representation of minorities in career and Executive Development Programs.	DEEO; Director, Human Resources	FY 02
c. Expand Leadership Development Programs.	Director, Human Resources	FY 03
d. Review career management board charters.	Director, Human Resources	FY 03

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PROGRAM ELEMENT IX: ACTION AGENDA FOR CIVILIAN EEO PROGRESS – 3

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<u>ACTION ITEMS</u>	<u>RESPONSIBLE OFFICIAL</u>	<u>TARGET DATE</u>
4. Mentoring Programs. a. Develop mentoring programs.	Director, Human Resources; MOC Commanders	FY 03
5. Internal and External Selections. a. Review selections for EEO implications.	MOC Commanders; Equal Employment Managers	Ongoing
6. Awards and Bonuses. a. Review criteria for awards and bonuses to ensure equitable distribution for minorities and women.	DEEO; MOC Commanders; Equal Employment Managers	Ongoing
b. Use EEO criteria in awards systems.	DEEO; MOC Commanders	FY 02

REPORT OF ACCOMPLISHMENT OF OBJECTIVE:

Guidance has been provided to all DLA MOCs for implementation of the Action Agenda at the local level. Several MOCs have incorporated the Action Agenda into their overall affirmative employment planning efforts, as has been done at the Agency level. Monitoring of the status of each action item in the annual updates of the Affirmative Employment Plan continues. Agency-wide Plans of Actions for specific EEO groups have been developed which also link to accomplishment of objectives outlined in the Action Agenda. DLA Human Resources is actively involved in succession planning through the Corporate Intern Program as well as gap analysis and workforce reshaping.

The DLA Corporate Intern Program, as well as the Leadership Development Program, will be revamped to provide a systematic corporate strategy for selection of DLA's leaders of the future. Expected outcome: Identification of high potential employees to develop a cadre of future leaders, expand leadership training and development opportunities, and provide a systematic plan of development.

A Climate Survey, scheduled to take place throughout DLA during the first and second quarter of FY 02, will be used as a measurement tool for assessing overall employee morale and job satisfaction. It will also be used as a measurement tool for assessing several metrics related to the Balanced Scorecard. The planned outcome: data will be compared to previous years to determine areas of strength and those needing improvement. Some of the areas covered in the climate survey that deal with the Action Agenda for the Agency are career advancement programs, mentoring

programs and opportunity to participate, fair recognition of employees and rewarding employees based on merit, as well as employee turnover, to name a few.

Hispanic underrepresentation is a critical challenge facing DLA. To address the challenge, DLA will embark on an aggressive plan that targets diverse candidates and simultaneously provides opportunities for development and advancement. The key component of this initiative, entitled **R**ecruitment, **E**mployment and **A**dvancement for **L**atinos (**REAL**) will be leadership commitment, proactive recruitment, and a supportive environment. The planned outcome is increased parity at all grade levels for Hispanics throughout DLA. This initiative falls under the “Learning and Growth” quadrant of DLA’s Balanced Scorecard. Similar initiatives for minorities and women are in the early stages of development.

AFFIRMATIVE EMPLOYMENT PROGRAM FOR MINORITIES AND WOMEN

MULTIYEAR AFFIRMATIVE EMPLOYMENT PROGRAM PLAN

ACCOMPLISHMENT REPORT FOR FISCAL YEAR 2001

PLAN UPDATE FOR FISCAL YEAR 2002

NOTEWORTHY ACTIVITIES AND INITIATIVES

AGENCY LEVEL-

In a continuing Agency effort to address and deal with “glass ceiling” inhibitors to the progression of women and minorities into senior levels of management or positions of leadership within the DLA workforce, DLA sponsored and funded enrollment for 30 women to attend the Program for Developing Managers (PDM) at Simmons College in Boston, Massachusetts. Twenty-two of the 30 women were DLA employees. The course was held from September 24 – October 19, 2001.

The PDM is an intensive 4-week program designed to prepare women for increased management responsibility, emphasizing strategic/critical thinking, team building and quantitative skills. The program includes seminars on current issues of significance such as downsizing, cost management, diversity, ethics, and negotiation. The corporate structure and business operations of DLA have been incorporated into the PDM curriculum. The program is geared for women in grades GS-12 and higher.

In May 2000, DLA spearheaded a pilot project with the U.S. Equal Employment Opportunity Commission (EEOC), Office of Federal Operations (OFO). The pilot project involves transmitting appellant case files to OFO using the DLA EEO intranet website, DONet. On November 13, 2001, the DLA Corporate EEO Office invited the Defense Document Automation and Production Service (DAPS) and EEOC to participate in a 3-hour presentation to interested Federal agencies on how the pilot works and how it can be adapted to other Federal agencies. Forty people attended representing Federal agencies such as the Department of Transportation, Health and Human Services, and Army. The EEOC District Office in Philadelphia has also expressed interest in having hearing case files transmitted electronically. In January 2002, we began transmitting Reports of Investigations and EEOC decisions to the Defense Human Resource Activity (DHRA) electronically.

The Balanced Scorecard is another strategic management tool that provides financial and operational measures tied directly to our mission, vision, and goals to give top managers a fast, comprehensive view of the business. The Learning and Growth component of the Balanced Scorecard determines how DLA can continue improving and the infrastructures needed to do so. The EEO Program plays a vital role in this portion of the Balanced Scorecard by partnering with Human Resources to create and

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 2

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manage the DLA corporate culture. The Agency EEO program is responsible for developing and implementing programs to achieve an inclusive workforce representative of all segments of society by actively and effectively monitoring representation initiatives and statistics. The **REAL** initiative is the first of multiple initiatives intended to achieve an inclusive workforce.

REAL is a program designed to focus on the DLA **R**ecruitment, **E**mployment, and **A**dvancement needs for **L**atinos in the 21st century. **REAL** focuses on three key strategies: 1) Leadership commitment at all organizational levels to monitor, advocate, and champion the program: 2) Proactive recruitment from a variety of sources to obtain quality candidates: and 3) A supportive environment to facilitate the retention of new employees. DLA is committed to an immediate and aggressive approach to target diverse Hispanic candidates and simultaneously provide opportunity for their development. Future initiatives to address other minorities facing underrepresentation include **LEAP**, targeting African Americans, and **FORWARD**, targeting women.

MOC LEVEL -

DLA Headquarters and Serviced Activities

1. No recruitment efforts, which resulted in hiring, were reported.

Defense Distribution Center (DDC)

1. DLA Entry-Level Development (Intern) Program – prepares entry-level employees in various occupations for subsequent advancement to journey level positions in such fields as distribution operations, financial management, and information technology:
 - a. Seven interns were hired through the DLA Intern Program in FY 01.
 - b. 2001 Hispanic Association of College and Universities (HACU) National Internship.
2. Program:
 - a. DDC participated by hiring an intern for the summer (June through September 2001) at DDC Headquarters.
3. Business and Logistics Courses – in partnership with Penn State University, DDC has developed an 18-credit certificate program consisting of an in-depth series of business and logistics courses and is intended to not only increase individual employees' skills and knowledge in the field of business and logistics, but to further enhance the skills of the overall DDC organization to prepare for tomorrow's challenges.

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 3

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4. Supply Chain Management Training Courses – in partnership with the University of the Pacific's Westgate Management Development Center in Stockton, CA, the Defense Distribution Center, San Joaquin, CA, (DDJC) has developed a similar initiative to offer Supply Chain Management Training courses to employees at San Joaquin, CA.
5. The Defense Logistics Agency Program for Developing Managers.
 - a. An employee from DDJC attended the DLA Program for Developing Managers (Glass Ceiling) at the Simmons College of Graduate School Management in Boston, MA, during September and October 2001.
6. Other Training Initiatives – numerous distribution centers have implemented programs designed to provide a more multi-skilled workforce thus offering opportunities for employees to become more competitive for the DDC positions of the future:
 - a. Executive Coaching Program – established by the DDC Deputy Commander for key DDC managers and high-performing potential managers.
 - b. Puget Sound – established a program to assure 95% of wage grade employees are certified in at least four functional areas.
 - c. Quarterly Mentoring Sessions – Anniston's Commander and Deputy Commander conduct these meetings for all supervisors.
 - d. Special Work Action Team (SWAT) - implemented by Corpus Christi, TX, the SWAT is a revolving team of eight people from every division. SWAT personnel are cross-trained in every department and deploy in two teams of four every day. Their focus is determined by daily surge requirements, and if there is no surge requirement, they perform their regular pre-assigned functions. SWAT team members rotate members at least every 180 days.
 - e. Red River rotates volunteer workers to different work areas for four weeks at a time.
 - f. Norfolk has expanded Materials Handler duties to include pack and stow functions as well as pick. They are also incorporating receipt functions into these jobs.
7. Twelve employees (2 White males; 1 Black male; 7 White females; 1 Hispanic female; and 1 Asian female) participated in long term training opportunities designed to improve/develop leadership skills. The courses included Aspiring Leader, New Leader, Executive Leadership Program, Army Exchange Program, and the Logistics Management Professional Enhancement Program.

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 4

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Defense Logistics Information Service (DLIS)

1. Summer Student Program – The EEO Office provided employment for college and high school students under General Colin Powell’s “America’s Promise Program” :
 - a. DLIS employed 40 students of diverse representation.

Defense Reutilization and Marketing Service (DRMS)

1. Summer Student Program – The EEO Office provided employment for college and high school students under General Colin Powell’s “America’s Promise Program” :
 - a. DRMS employed 10 students of diverse representation.
2. Hispanic Association of College and Universities (HACU) – DRMS sponsored one HACU Intern for the Fall 2001.

Defense Supply Center Columbus (DSCC)

No recruitment effort directly resulted in hiring reported.

Defense Supply Center Philadelphia (DSCP)

1. Hispanic Employment Program - responsible for employment seminars and the National Hispanic Heritage Month activities:
 - a. Hispanic Employment Program Committee (HEPC) members mentored college students who worked at DSCP in a ten-week program. The students were members of the Hispanic Association of Colleges and Universities (HACU):
 - (1) Six Hispanic college students were hosted and worked for the Directorate of Medical and Operations. These students were given the opportunity to work as Contract Specialist and Information Technology personnel to apply concepts they are learning to the real life work environment.
2. Hispanic Employment Program Manager (HEPM) and the Chairperson of the HEPC participated in a job fair at Cheyney University in Cheyney, PA.
3. Recruitment Team traveled to Puerto Rico to establish partnerships with private and public colleges in Puerto Rico and to recruit candidates for DSCP’s Outstanding Scholar Program and Student Career Experience Program that resulted in:
 - a. 73 interviews

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NOTEWORTHY ACTIVITIES AND INITIATIVES - 5

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- b. 30 offers to the Outstanding Scholar Program
 - c. 54 eligible candidates for the Student Experience Program
4. Draft partnership agreement between the University of Puerto Rico, Inter-American University of Puerto Rico, and American University.

Defense Supply Center Richmond (DSCR)

1. Federal Equal Employment Opportunity Recruitment Program – the EEO Office and the Human Resources (HR) Office maintains a working relationship to achieve EEO goals and objectives:
 - a. EEO has participated with HR in several job fairs this past year.
 - b. Established and maintained a resource network of women and minority organizations to obtain high quality applicants for DSCR positions.
2. Hispanic Association of College and Universities (HACU):
 - a. Member of the DSCR Hispanic Employment Program Committee (HEPC) served as a liaison for the HACU students.
 - b. HEPC member represented DSCR at the DLA orientation for HACU students and enlightened them regarding DSCR's mission and the specific work they would be assigned while working at DSCR.
 - c. EEO/HR developed a feedback sheet for each student and determined that a majority of students would like to be employed by DSCR upon completion of their studies.
3. Created a resource pool of Hispanic candidates for future employment opportunities.

BACK COVER
